

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

2nd PLM

LEAVE BLANK
JOB NO
<i>NCI-90-82-8</i>
DATE RECEIVED
<i>July 8, 1982</i>
NOTIFICATION TO AGENCY
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10
<i>8-26-82</i> <i>[Signature]</i>
Date Archivist of the United States

TO GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)
Department of Health and Human Services

2. MAJOR SUBDIVISION
Public Health Service

3. MINOR SUBDIVISION
Health Services Administration

4. NAME OF PERSON WITH WHOM TO CONFER
Mr. James Jenkins

5. TEL EXT
443-3780

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
<i>6/21/82</i>	<i>Jacquelyn L. Tolson</i>	Public Health Service Records Officer
7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO
8F	<p>Health Services Administration Records Control Schedule, Appendix B-351</p> <p>Minor revisions to this schedule including a new PART IE: Bureau of Health Personnel Development and Service are currently undergoing review in NARS/NCD.</p> <p>The item below will be incorporated into Part IA: Permanent and Nonpermanent program and administrative records under Item 8, "Program Planning, Development and Implementation.</p> <p><u>International Health Program</u></p> <p>Files document HSA interest and participation in international health projects, liaison, and related activities. Program files deal specifically with Special Foreign Currency. Programs and HSA interaction on projects under this authority. Frequently HSA files may contain background materials not duplicated at other levels.</p>	
		<i>1 item</i>

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
8F	Disposition: <u>Nonpermanent</u> Cut off file at end of fiscal year, retain in inactive files for 2 years, then transfer to FRC and destroy when 3 years there after. <i>5 years old. JB</i>		