

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		<b>LEAVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-102-93-1</i>	DATE RECEIVED <i>6-12-95</i>
1. FROM (Agency or establishment) Department of Health and Human Services		NOTIFICATION TO AGENCY  In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION (Administration for Children & Office of Child Development Families)			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER <i>Barbara A. DiChiacchio</i> Barbara A. DiChiacchio	5. TELEPHONE 202-401/5521	DATE <i>9-22-95</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Carl</i>
6. AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached <u>1</u> page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE MAY 31 1995	SIGNATURE OF AGENCY REPRESENTATIVE <i>A. Prentice Barnes, Sr.</i> A Prentice Barnes, Sr.	TITLE DHHS Records Management Officer	

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	<p>PROGRAM EVALUATION REPORTS AND RELATED RECORDS 1971-1974</p> <p><b>Final Reports</b> Printed reports evaluating the progress of programs developed and administered by the Office of Child Development. Programs include Head Start, Health Education, Health Start, and Parent-Child Center.</p> <p><u>Disposition:</u> PERMANENT. Transfer to the National Archives in 1995. See attached SF-135 for Title List.</p> <p><u>Closed Series:</u> Volume: Less than .5 Cubic Feet.</p>		

*Copies to  
NNT NIA  
NCF*

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2. **Copies of Final Reports, Interim Reports and Working Papers**

Copies and preliminary versions of the permanent reports. The information in these reports is repeated or summarized in the final reports.

Disposition: Temporary. NCWA will destroy during prior to accessioning by the National Archives.

Closed Series: Volume: 6.5 Cubic Feet.

3. **Administrative Correspondence**

Letters and memorandum containing information on the writing, publication and distribution of the printed reports. The correspondence is divided into three sections: 1) Health Start Chronological File, 2) General Chronological File, and 3) State Correspondence File.

Disposition: Temporary. NCWA will destroy during prior to accessioning by the National Archives.

Closed Series: Volume: 2 Cubic Feet.