

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

LEAVE BLANK	
DATE RECEIVED <b>JUL 23 1975</b>	JOB NO <b>NC-235-76-1</b>
NOTIFICATION TO AGENCY	
<p>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 "with-drawn" in column 10.</p>	
8-11-75 Date	<i>James B. Rhoads</i> Archivist of the United States

TO: **GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)  
U.S. Department of Health, Education and Welfare
2. MAJOR SUBDIVISION  
Office of the Secretary
3. MINOR SUBDIVISION  
Office of Investigations and Security
4. NAME OF PERSON WITH WHOM TO CONFER  
William F. Littlejohn, Jr.
5. TEL. EXT.  
245-7305
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 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

7/23/75 (Date)      *William F. Littlejohn, Jr.* (Signature of Agency Representative)      Security Specialist (Title)

7. ITFM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10 ACTION TAKEN
1.	<p>An undetermined number of individual personnel security files pertaining to persons who have <u>died</u> or have reached their <u>70th</u> birthday.</p> <p>Immediate disposal of these records is requested with a waiver of GSA Regulation 3, Appendix B, Item 23. (August 10, 1960)</p>		

*Copy to Agency & NCW 8-14-75*