

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Rec'd NOD 14 FEB 79

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

1 FROM (AGENCY OR ESTABLISHMENT)
Department of Health, Education, and Welfare

2 MAJOR SUBDIVISION
Office of the Secretary

3 MINOR SUBDIVISION
International Affairs

4 NAME OF PERSON WITH WHOM TO CONFER
Abel Carder

5. TEL EXT
245-9080

LEAVE BLANK

JOB NO
NC1-235-79-4

DATE RECEIVED
2-14-79

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

2-26-79 *James B. Rhoads*
Date Archivist of the United States

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 1 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 <i>2/14/79</i>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Abel Carder</i>	E. TITLE <i>Branch Chief, Documentation</i>	<i>Management Branch</i>
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7 ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1.	<p><u>Residence Requirement Waiver Files</u> Applications received from foreign residents requesting a waiver of the two-year residence requirement of the Exchange Visitor Program, memorandums, related background materials, and decisions received from the Department of State or the Attorney General concerning the waiver. Under the Mutual Educational and Cultural Exchange Program, DHEW may receive applications (Form HEW 426) from foreign residents whose work relates to education, health, human development, welfare, social security, or rehabilitation.</p> <p>Disposition: a. Cases. Cutoff at the close of the CY in which case is resolved. Transfer to WNRC when case has been inactive for three years. Destroy six years after cutoff.</p> <p>b. Indexes. Destroy when no longer needed for administrative purposes.</p>		