

**REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

363

LEAVE BLANK	
DATE RECEIVED DEC 11 1975	JOB NO.
DATE APPROVED	NC1-363-76-1

TO: **GENERAL SERVICES ADMINISTRATION,
 NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON 25, D. C.**

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

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

2. MAJOR SUBDIVISION
 Region VI (Dallas) Regional Office

3. MINOR SUBDIVISION
 Social and Rehabilitation Service

4. NAME OF PERSON WITH WHOM TO CONFER
 Betty Foley

5. TEL. EXT. 214
 729-3221

12-17-75
 Date *James B. Kahn*
 Archivist of the United States

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of _____ pages are proposed for disposal for the reason indicated: ("X" only one)

- A** The records have ceased to have sufficient value to warrant further retention.
- B** The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

12/9/75 (Date) *Robert H. Harvey, Jr.* (Signature of Agency Representative) OS Paperwork Management Officer (Title) *(245-9162)*

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p><u>Regional AFDC Quality Control Files</u></p> <p>These files consist of copies of forms (SRS-OQC-341, -341A, and -2) used by the States in determining eligibility of persons for benefits under the Aid to Families With Dependent Children (AFDC) Program. The forms are used by DHEW Regional Offices as a basis for making fiscal disallowances. The forms are retained for litigation purposes. Records copies are retained by the States.</p> <p><i>Destroy when 5 years old.</i> Transfer to the Federal Records Center after 1 year. Destroy 4 years thereafter.</p>		

Copy to Agency & H. with 12-19-75 C/O