

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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


1. FROM (AGENCY OR ESTABLISHMENT)
Office of Economic Opportunity

2. MAJOR SUBDIVISION
Various Offices

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
Michael J. Sullivan, NCWA

5. TEL EXT
763-7504

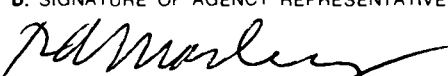
LEAVE BLANK	
JOB NO	NC1-381-85-8
DATE RECEIVED	11-30-84
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303, the disposal request including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
3/26/85 <small>Date</small>	 <small>Archivist of the United States</small>

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 3 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 11-30-84	D. SIGNATURE OF AGENCY REPRESENTATIVE 	E. TITLE Director, Records Disposition Division (NARS)
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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.	Deputy Director's Chronological Files, 1966-73 (4 cubic feet). Copies of correspondence, memoranda, and telegrams. Arranged chronologically. Disposition: Permanent. Offer to the National Archives in 1986. WNRC accession: 381-73-29, Boxes 1-4, 4 cubic feet.		
2.	Deputy Director's Subject Files, 1966-73 (5 cubic feet). Correspondence, memoranda, telegrams, minutes, reports, press releases, congressional testimony, staff position papers, background and briefing papers, and printed materials. Arranged by subject. WNRC accessions: 381-72A5610, 3 cubic feet, and; 381-73-29, Boxes 5-6, 2 cubic feet. Disposition: Permanent. Offer to the National Archives in 1986.		11 items

*R. Stofm (NARS),
1-29-85; 88.*

Copies to NC, NL, NNF, 4-5-85; 88.

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3. Private Sector Advisory Council Files, 1965-71, 3 cubic feet.

Correspondence, memoranda, transcripts of meetings, and printed materials. Arranged in three subseries as follows: 1.) Business Leaders Advisory Council material is arranged by subject; 2.) the Labor Advisory Council is arranged by subject, and; 3.) the remainder is arranged chronologically.

Disposition: Permanent. Offer to the National Archives in 1986.

WNRC accession: 381-72A1693, 3 cubic feet.

4. Director's Controlled Correspondence, 1967-69, 9 cubic feet.

Correspondence and some printed material. Arranged by subject.

Disposition: Permanent. Offer to the National Archives in 1986.

WNRC accession: 381-71A7104, 9 cubic feet.

5. Harding Project Files, 1966-69 (2 cubic feet).

Correspondence, memoranda, telegrams, reports, minutes, agreements, drafts and printed materials. Arranged by subject.

Disposition: Permanent. Offer to the National Archives in 1986.

WNRC accession: 381-71A7104, Boxes 8-9, 2 cubic feet.

6. California Rural Legal Assistance Correspondence, 1970-71 (4 cubic feet).

Correspondence, telegrams, postcards, and accompanying transmittal documentation. Arranged alphabetically.

Disposition: Destroy immediately.

WNRC accession: 381-72A6275, 4 cubic feet.

7. CAP Rural Services Division Subject Files, 1967 (14 cubic feet).

Correspondence, memoranda, telegrams, grant applications and proposals, budgetary materials, position-, discussion-, and issue-papers, reports, drafts, working papers, and printed materials. Arranged by subject.

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Disposition: Destroy immediately.

WNRC accession: 381-71A1566, 14 cubic feet.

8. Legal Services Director's Subject Files, 1969-71 (6 cubic feet).

Correspondence, memoranda, reports, guidelines, invitations, personnel and organizational materials, draft articles, travel documentation, systems background materials, workpapers and printed materials. Arranged alphabetically.

Disposition: Destroy immediately.

WNRC accession: 381-73-28, Boxes 1-4 and 6, 5 cubic feet.

9. OEO Day Care Center Administrative Files, 1971-72 (1 cubic foot).

Memoranda, correspondence, progress and status reports, fee schedules, receipts, procurement requests, vouchers, budgetary materials, background and working papers, and printed materials. Arranged by subject.

Disposition: Destroy immediately.

WNRC accession: 381-74-26, 1 cubic foot.

10. Public Affairs Miscellaneous Files, 1969-72 (14 cubic feet).

Correspondence, memoranda, reports, news releases, copies of speeches, lists of speakers, biographical materials, agenda, information packets and promotional materials relating to conferences, pamphlets, and other printed materials. Arranged in two subseries: 1.) chronologically, and; 2.) by subject.

Disposition: Destroy immediately.

WNRC accession: 381-75-2, Boxes 1-10, 10 cubic feet.

11. Miscellaneous Files, 1967-72 (2 cubic feet).

Memoranda, correspondence, reports, press releases, transcripts and copies of speeches, congressional testimony, personnel materials and proposed staffing patterns, delegations of authority, memoranda of agreement, forms, vouchers, OEO staff instructions, working papers, handwritten notes, and printed materials. Unarranged.

Disposition: Destroy immediately.

WNRC accession: 338-73-57, 2 cubic feet.