

**REQUEST FOR AUTHORITY  
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

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

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

2. MAJOR SUBDIVISION  
Office of Program Review

3. MINOR SUBDIVISION  
Intergovernmental Relations Division

4. NAME OF PERSON WITH WHOM TO CONFER  
Beverly Mozingo-(also J. Cieslowski)

5. TEL. EXT.  
2545764

LEAVE BLANK	
RECEIVED <b>MAR 15 1973</b>	JOB NO.
DATE APPROVED	<b>NN-173-183</b>
NOTIFICATION TO AGENCY	
IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 91-287 DISPOSAL OF ITEMS MARKED "DISPOSAL APPROVED" IS AUTHORIZED.	
<u>6-1-73</u> DATE	<u>James B. Rhodes</u> 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 2 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.

Mar 8, 1973 (Date) Joseph B. Cieslowski (Signature of Agency Representative) (Phone 254 5630) Records Management Officer (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
(OEO SM 1620-1) 1415.1	<p><u>CIVIL WORKS ENVIRONMENTAL STATEMENT DRAFTS FILES</u></p> <p>References:</p> <p>a. National Environmental Policy Act of 1969 (Sec 102(2)(C), P.L. 91-190).</p> <p>b. Executive Order 11514 (35 Fed. Reg. No. 46), Mar 5, 1970.</p> <p>c. Memo, Council on Environmental Quality, Mar 20, 1970, Subj: Draft Guidelines for Statements on Major Federal Actions Affecting the Environment Required by Section 102(2)(C) of the National Environmental Policy Act of 1969 (P.L. 91-190).</p> <p>Description:</p> <p>These files consist of transmittal correspondence, coordination data, replies and Drafts of Environmental Statements (planned public works projects) which describe the work to be done and include: present status of the road or harbor area; benefits to be derived; location and vicinity maps of the site; economic development of the area; report on local natural resources (including archaeological, historical, cultural sites); environmental impact, etc; and a listing of other agencies with whom the Draft is to be coordinated. OEO receives these project proposals for comment concerning any adverse environmental impact on the low income neighborhoods involved. These Drafts are initiated by various Federal and State agencies, primarily State Departments of Transportation; U. S. Army</p>		<p>Port Chester Harbor, NY Dredging Aug 1972 (381-73-7)</p> <p>(Also copy of "Guidelines" from Council on Environmental Quality, 3/20/70, and OEO GC memo not dated.)</p>

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>Corps of Engineers; State Highway Departments; U. S. Department of Housing and Urban Development; and State Public Works Departments. Annual accumulation - approximately 5 cubic feet.</p> <p>Disposition:</p> <p>OEO HQ: Destroy-after 6 years. Cut off at the end of each fiscal year, retain 3 years, then retire to WNRC. Earlier retirement authorized.</p> <p>OEO REGIONAL OFFICES: Two years. Cut off at the end of each FY, retain two years, then destroy.</p> <p><i>Essential documentation in a year or over in agency of origin</i></p>		