

**REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

iq. 0x381

LEAVE BLANK	
DATE RECEIVED 7 JUN 1973	JOB NO. 381-318
DATE APPROVED	7 JUN 1973

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 OPERATIONS - DEPUTY ASSISTANT DIRECTOR
3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
J. B. CIESLOWSKI

5. TEL. EXT.
254-5360

NOTIFICATION TO AGENCY

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 91-287 DISPOSAL OF ITEMS MARKED "DISPOSAL APPROVED" IS AUTHORIZED.

8-9-73
 DATE James P. Rhoads
 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.

June 5, 1973
 (Date)

J. B. Cieslowski
 (Signature of Agency Representative)

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
	<p><u>FEDERAL REGIONAL COUNCIL AND DISASTER RELIEF FILES</u></p> <p><u>General:</u> The Deputy Assistant Director of the Office of Operations was responsible to the Deputy Director of OEO for administering Regional Council activities at the National level and for providing guidance to OEO Regional Directors. He also was responsible for planning and operational response to disasters by assisting Regional Directors, for coordination with the Office of Emergency Preparedness, American Red Cross, and other organizations concerned with disaster assistance. The Assistant Director for Operations served as the OEO representative to the National Council for Federal Disaster Assistance.</p> <p>Federal Regional Councils were established by Presidential directive (Jan 22, 1971) in each of the 10 standard Federal regions. Directors convened regularly as the Federal Regional Council. Reports of minutes of Council meeting and semi-annual progress reports were forwarded to the Office of Management and Budget for evaluation.</p>		
1.	<p><u>Federal Regional Council Administrative and Management Files.</u> Administrative and planning files, funding proposals, council meetings, evaluations, Federal Agency membership data, and related correspondence.</p> <p>Disposition: OEO HQ & Regions - Four years. Begin a new file annually, retain in office 3 years, and retire to FRC. <i>Retain 7 years, then destroy.*</i></p>	See files in Acc. 381-73-43 (SF 135 attached.)	

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
2.	<p><u>Federal Disaster Assistance Files.</u> Reports, plans, meetings, and related correspondence concerning disasters in the U. S. A. (hurricanes, floods, etc.).</p> <p><u>Disposition:</u> OEO HQ and Regions - 100 years. Begin a new file annually, retain in office 3 years, and retire to FRC. <i>Retain 7 years, then destroy*</i></p> <p><i>* made at request of Larry Smith, acting records officer, CSR 7/11/73.</i></p>	See files in Acc. 381-73-43 (SF 135 attached)	

STANDARD FORM 135
 JULY 1961 EDITION
 GENERAL SERVICES ADMIN.
 FPMR (41 CFR) 101-11.4

**RECORDS TRANSMITTAL
 AND RECEIPT**

TO BE COMPLETED AT FEDERAL RECORDS CENTER

ACCESSION NO **381-73-43**

RECORD GROUP NO.

INSTRUCTIONS

Send original and two copies to appropriate Federal Records Center.

SIGNATURE

DATE RECORDS RECEIVED

TITLE

FROM: (Name and address of Agency transferring records)
**OFFICE OF ECONOMIC OPPORTUNITY
 1200 19TH STREET, NW
 WASHINGTON, D. C. 20506 (STOP 277)**

TO: Federal Records Center, GSA
 WASHINGTON NATIONAL RECORDS CENTER, GSA
 WASHINGTON, D. C. 20409 (STOP 386)

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY **RESTRICTED TO AGENCY CUSTODIAN AND/OR RECORDS MANAGEMENT OFFICER**

2. SQUARE FEET OF SPACE CLEARED

3. FILING EQUIPMENT EMPTIED

4. CUBIC FEET OF RECORDS TRANSFERRED

A. OFFICE
10

B. STORAGE

A. FILE CABINETS (No.)
1

B. TRANS. FILES (No.)
Boxes - 2

C. SHELVING (Lin. Ft.)

11

5. NAME OF AGENCY CUSTODIAN OF RECORDS

Frederick H. Lawton, Sp Asst - Opns

6. BUILDING AND ROOM NO.

B-448-D;

7. TELEPHONE NO.

2545418

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE? YES NO

9. AGENCY OFFICIAL (Signature)

J. B. GIESLOWSKI

10. TITLE
RECORDS MANAGEMENT OFFICER

11. DATE

Feb 2, 1973

12. BOX NUMBERS

FRC ONLY

AGENCY

Box 1

13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES
 (Show organizational component creating records)

DEPUTY ASSISTANT DIRECTOR - OFF. of OPERATIONS

Responsible to OEO Deputy Director for administering Regional Council activities at the National level and for providing leadership and guidance to OEO Regional Directors on Regional Council activities. Serves (and participates as) the Under Secretaries Representatives to Regional Councils.

Responsible also for Agency planning and operational response to disasters by providing guidance and technical assistance to Regional Directors, for coordination with the Office of Emergency Preparedness, Red Cross, and other organizations concerned with disaster assistance. The Assistant Director for Operations serves as the OEO representative to the National Council for Federal Disaster Assistance.

Federal Regional Councils were established by Presidential directive (Jan. 22, 1971) in each of the ten standard Federal regions. The Regional Director/Administrators convened regularly as the Federal Regional Council. Reports of minutes of Council meetings were forwarded to OMB. Semi-annual progress reports were distributed to Council member agencies and OMB. Latter was to evaluate the Council. (These files were packed as found in the cabinets).

**FEDERAL REGIONAL COUNCIL AND DISASTER RELIEF
 SUBJECT FILES**

FRC (Federal Regional Council) Intergovernmental Pers Act of 1970 (IPA)
 Under Secretaries Group
 Awards Recognition
 Regional Council Working Group

14. DISPOSAL AUTHORITY
 (Schedule and Item No.)

(SM1620-1/1200)
 Dest. 7/83.
 Purpose will have been served.

DIST
 3-WVRC
 1-CRYS-R. KWSEY
 1-File

Handwritten signature

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**RECORDS TRANSMITTAL
AND RECEIPT
(CONTINUATION)**

AGENCY
OEO

DATE
2/2/73

BOX NUMBERS

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES

DISPOSAL AUTHORITY

FRC ONLY

AGENCY
*Box 1
Cont'd*

A. C. Evaluation Regional Council Action Plan
Issues Regional Councils
RC Work Plans
FRC Work Plans
Southwest Federal Reg. Council Dallas, Tex Sept. 71'
Flexible Funding Proposal 1970
Council Meeting Southwest Federal Regional Council
Jan. 4, 1972
Southwest Fed. Reg. Council Dallas, Texas
Undersecretary Rep. Resentative Southwest Fed. Reg.
Council Nov. 2, 1971
Southwest Federal Regional Council Room 927 - 1114
Commerce St. Dallas, Texas Sept. 7, 1971

*Cont'd
Box 1*

Southwest Fed. Reg. Council Meeting Dallas, Texas
Aug. 10, 1971
Southwest Fed. Reg. Council Nov. 16, 1971
Southwest Fed. Reg. Council Meeting Oct. 19, 1971
Southwest Fed. Reg. Council Meeting Houston, Texas
Oct 5, 1971
Misc. 1971
OMB Conference Sept 14-15, 1970
K.C. EEO Guidelines 1971
Seattle Plans 1970
New Bedford Case Study 1971

Box 2

OMB Consolidated Application Reg. Council Concept
Ideas for Regional Council Staff 3-2-71
Conference Attendance Regional Councils
Staff Conference 1971
Bureau of the Budget Reg. Councils 1970
Council Working Group 1970
Reg. Councils 1970
Reg. V Chicago Regional Council Act 1970
VI Reg. Council - Dallas, Texas 1970
Reg VIII Denver, Colorado R.C. 1970
Reg X RC - Seattle Washington 1970
Sub-Regional Structures 1970
VII Reg. Council K.C. 1970
Reg. II New York, R.C. 1970
Reg. III Phila, 1970
IV Reg. Atlanta, Ga. Dec. 1970
Reg. I Boston R.C. Motial Ct. 1970
Evaluation of Shared Representation 1972
Southeastern Fed. Reg. Council 1972
(A S R) Under Secretaries Representative 1971

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RECORDS TRANSMITTAL
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(CONTINUATION)

AGENCY
OEO

DATE
2/2/73

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		

Box 3

- NSWG General (MTGS & MEMBERSHIP)
- OEO Headquarters
- New Members
- USWG - Conferences
- HUD
- HEW
- EPA
- Non-Member Agencies
- DOL
- DOT
- OMB
- LEAA
- FRC-Issues-General
- FRC-Disaster Assistance
- 7 FRC-Conference
- FRC-Staff
- FRC-Spanish Speaking
- Fedries
- FRC-Migrants
- FRC-Governor's-Mayors
- The Option Process 1972
- FRC-Youth
- Public Affairs
- War to Peace-Domestic Action
- FAR
- FRC-Manpower 1972
- FRC-RMCC-Comps 1972
- Scientists & Engineers 1971
- Small Towns
- FRC-EEO
- FRC-Aging
- Indians
- Migrants USWG Task Force Report 11-7-72
- Action
- IGA-Integrated Grant Administration
- RMIS
- FRC-CRS
- FRC-Sub-regional Realignments

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OEO

DATE
2/2/73

BOX NUMBERS
FRC ONLY

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES

DISPOSAL AUTHORITY

AGENCY
BOX

4

LAWTON'S CHRON (1972), Fed Reg Council
Regional Councils
Regional Councils - OMB #2
FED. Regional Council-Concepts & Operations
FRC-Flexible Funding
FRC-Relocation Act
Rural Development
FRC-Displaced Teachers
DOT- nter Model Planning
Jobs for Veterans
For Discussion
Disaster Assistance Miscellaneous
Fed. Reg. C. Disasters-Agnes - 1972
Disasters Background
Disasters
Filing
Disaster Assistance Chicago
Disaster Assistance San Francisco
Disaster OEO-Internoz
Disaster Assistance Atlanta
Disaster Assistance New York
New York State Phase III Flood Recovery
Disaster Assistance Philadelphia
Disaster Assistance Dallas
Disaster Assistance Kansas City
Disaster Assistance Seattle
Disaster Assistance Boston
Disaster Assistance Denver
Disaster Assistance-Rapid City
Dis. L.A. Earthquake

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RECORDS TRANSMITTAL
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(CONTINUATION)

AGENCY Office of Economic
Opportunity, Wash. D. C.

DATE 2/2/73

BOX NUMBERS	AGENCY	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
<p>FRC ONLY</p>		<p>5 National Council For Fed. Dis. Ass. Nat'l Council On Disaster Assistance Office of Emergency Preparedness (OEP) OEO Contingency Disaster Relief Plan 1970 Disaster Assoc. - Lubbock Mississippi Tornadoes Disaster Act of 1970 Disaster Assistance A.I.D. Disaster Assistance Puerto Rico Corpus Christi Disaster Aug. 1970 Camille--Miss. Hearing OEP Material Camille--Memo Chron File Thru 2/70 Hurricane Camille Hearings <i>Disaster, with Benson, Wilber, Bane, Pa. 1972-73</i> <i>Conf. 71-72; other agency disasters.</i></p> <p>6 OEO in Mississippi Disaster Assistance Camille -- Virginia Camille -- Disaster Legislation Camille -- One-Month Report (OEP) Camille -- Rabb Task Force Report Camille -- Mississippi Governor's Emergency Council Camille -- OEP -- Longer Range Rebuilding Study Camille -- OEP Regional Directors' Meeting (February 4) Camille -- Murdoch Memo on Need for Coordination Camille -- Stap Reports Camille -- Disaster Assistance Policy Proposals Camille -- White House Study Group to Review the Disaster Recovery Tennessee Floods 1969 Camille -- American Friends Service Comm. Report and "Four Months of Action" (OEP) Camille -- Disaster Assistance Policy Draft Presidential Message All-Risk Insurance 1970 SODA Cap-OEO SODA Project - Evaluation - 1971 SODA - FYI Supporting Documents SODA Program SODA - Regional SODA - State</p>	

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BOX NUMBERS
FRC ONLY AGENCY DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DISPOSAL AUTHORITY

Box

7

Region X --Work Plan
Region IX-- Work Plan
Region V---Work Plan
Region VI___ Work Plan
Region VIII- Work Plan
Region I- Work Plan
Region II--- Work Plan
Region III--- Work Plan
Region IV---Work Plan
Region VII--- Work Plan
SODA
FRE-P.V.
Dallas- R.C.
Hurricane-----Cecile
Disaste^{er}n-Legislation ADMIN
OEO Disater Assistantion Camille Unfiled
Camille--Sen Bayh Mississippi Hearing Clips (Jan 7-9)
Bayh Omnibus Bill & Administration Bill Disasters
Mississippi =Hurricane Camille
Disaster Assistance Meeting
FSO-OEO Detail Dead File

Box

8

Work Plans -- OMB Comments
Spanish Speaking - General Info
CCOSS
FY72 CCOSS - Regionally - funded Programs
FRC Proposals - Spanish Speaking
OMB - Spanish Speaking
Region I Disaster Plan 1971
Action Plan -- Region II
Action Plan -- Region IV
Action Plan -- Region V
Action Plan -- Region VI
Action Plan -- Region VIII
Action Plan -- Region IX
FAR
FRC - Flexibility Funding
FRC - Boston
FRC - Philadelphia
FRC - Atlanta
FRC - New York
Region II - New York 1971
Region III - Philadelphia
FRC - Chicago

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Box	9	FRC - Dallas FRC - Denver FRC - Seattle FRC - San Francisco Region I - Boston Region IV - Atlanta Region V - Chicago Region VI - Dallas Region VII - Kansas City Region VIII - Denver Region IX - San Francisco Region X - Seattle FRC - Kansas City FRC - Spanish Speaking Regions - General Sp/SP	
Box	10	Disaster Assistance OEO Role Disaster Assistance Task Force Disaster Activity Reports Disaster Plans Briffalo Creek 72 Disaster Assistance American Red Crons HUD Deuntralzation of Authinty Disaster Chron File Disaster Florida Disaster USDA Food Disaster HEW OEP Planning Reginal Snteragency Plans	
	Box 11	Federal Regional Council General Correspondence Jan. 1972-Jan. 1973. This material had not been filed. It is arranged by month only and includes regional data. Also included are one folder re Disaster Relief and one folder re Spanish speaking, migrants, & Indians.	