

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)

Department of Health and Human Services

2. MAJOR SUBDIVISION Office of the Secretary

Office of Planning and Evaluation

3. MINOR SUBDIVISION

Policy Council

4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE

Alvetha Jones

(202)
245-7479

LEAVE BLANK (NARA use only)

JOB NUMBER

11-689-1

DATE RECEIVED

5-8-92

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE ARCHIVIST OF THE UNITED STATES

5/9 

6. AGENCY CERTIFICATION

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE

05/04/92

SIGNATURE OF AGENCY REPRESENTATIVE

A Prentice Barnes, Sr.
A Prentice Barnes, Sr.

TITLE

DHHS Records Management Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	<p><u>Policy Council Records, 1983-90</u></p> <p>Established at the request of the Secretary of Health and Human Services, the Policy Council serves as a forum for the discussion and the review of major health, welfare, and income security issues and initiatives as well as budget and legislative matters.</p> <p>Arranged by subject or issue, the records document the Council's review of issues and its assessment of the risks and benefits (i.e. costs, program policy implications, and political considerations) regarding proposed policy options and recommendations. Records include meeting schedules, issue agendas, briefing papers, recommendations, copies of articles and reports, and draft responses to proposed reports.</p> <p><u>Volume on hand:</u> 7 cubic feet</p> <p><u>Annual accumulation:</u> 1 Cubic foot</p> <p><u>Disposition:</u> Permanent; Cut off on change of Administration.</p> <p>Retire to WNRC when 2 years old.</p> <p>Transfer to the National Archives when 15 years old.</p>		

Agency sent 5/25/92, NN-W, NNT, NCF 6/2/92
wol