

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER NI-468-98-1	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED 3/17/98	
1. FROM (Agency or establishment) DEPARTMENT OF HEALTH AND HUMAN SERVICES		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION OFFICE OF THE SECRETARY			
3. MINOR SUBDIVISION ASSISTANT SECRETARY FOR MANAGEMENT & BUDGET			
4. NAME OF PERSON WITH WHOM TO CONFER Richard E. Cooper	5. TELEPHONE (202) 690-5408	DATE 7-27-98	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</i>
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 ____ 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, <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE MAR 6 1998	SIGNATURE OF AGENCY REPRESENTATIVE <i>Prentice Barnes</i> A Prentice Barnes		TITLE HHS Records 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 GRS OR SUPERSEDED JOB CITATION	10.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>HEALTH AND HUMAN SERVICES REORGANIZATION: PLANNING AND IMPLEMENTATION RECORDS, 1977-1985</p> <p>HHS was created by the HHS Organization Act of October 17, 1979, out of the Department of Health, Education, and Welfare. In following years, HHS underwent an internal restructuring. The records covered by this authority document both the planning and implementation of this restructuring.</p> <p>Working papers for the reorganization of HEW's and HHS's regional personnel services units, 1977-1980.</p> <p>Consists of mostly handwritten material that identifies the number and location of staff providing personnel services at various organizational levels, including Servicing Personnel Offices (SPO's) and Regional Personnel Offices (RPOs).</p>		

AUG 12 1998 MPV

copy to: Agency
NWMBNWC
NWRW

Accession 468-97-0227, 2 cubic feet.

Disposition:

Destroy upon approval of this schedule

2. Implementation records created in planning the dissolution of HEW and the creation and internal restructuring of HHS units, 1978-1985.

Included are planning and/or implementation records for the Office of the Secretary, the Office of the Assistant Secretary for Personnel, the EEO Office, the Indian Health Service, the Health Care Finance Administration, and regional units.

Also included in this series are documents on restructuring options, personnel staffing, assessment and progress reports, RIFS, a hiring freeze, an outplacement program, a historical file and organizational charts.

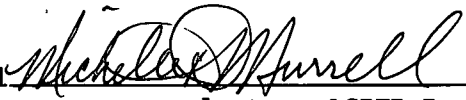
Accession 468-97-0226, 5 cubic feet.

Disposition: PERMANENT

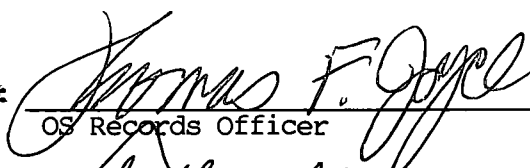
Transfer to NARA upon approval of this schedule.

OS Clearances:


Michelle D. Murrell


Program Analyst -- ASPER Records Liaison

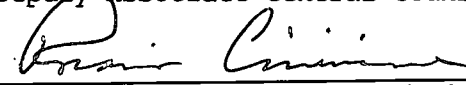
for Richard E. Coopert


OS Records Officer

Timothy M. White


Deputy Associate General Counsel

Ross Cirrincione:


Director, Freedom of Info./Privacy Div.