

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO

NI-311-891

DATE RECEIVED

11/15/88

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

1 FROM (Agency or establishment)
Federal Emergency Management Agency

NOTIFICATION TO AGENCY

2 MAJOR SUBDIVISION
State & Local Programs Support Directorate

In accordance with the provisions of 44 USC 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

3 MINOR SUBDIVISION
Office of Civil Defense - Engineering & Survey Branch

4 NAME OF PERSON WITH WHOM TO CONFER

Alfred E. Warren

5 TELEPHONE EXT

646-2641

DATE

3/14/89

ARCHIVIST OF THE UNITED STATES

[Signature]

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 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE <i>11/8/88</i>	C SIGNATURE OF AGENCY REPRESENTATIVE <i>Alfred E. Warren</i>	D TITLE <i>Records Officer</i>
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
1.	<p>The Summer Shelter Survey Program is a program where college students in engineering/architecture apply to take a correspondence course enabling them to be considered for temporary employment by State governments upon successful completion of the course.</p> <p>Materials on hand:</p> <ul style="list-style-type: none"> a. Answer cards for each student on Units 1 through 11, for years 1982, 1983, 1984, 1985, 1986, 1987, and 1988. b. Answer cards for each student on Final Exam, Part A and Part B, for years 1982, 1983, 1984, 1985, 1986, 1987, and 1988. c. Grade sheet for each student, which is a summation for all answer cards, for years 1982, 1983, 1984, 1985, 1986, 1987, and 1988. d. Lists for all qualified students, for years 1982, 1983, 1984, 1985, 1986, 1987, and 1988. <p><u>Disposition: destroy when two years old.</u></p> <p>APPROVAL: <i>[Signature]</i> Office of General Counsel</p> <p>Date: <i>11/8/88</i></p>		

*Copies sent to NCF, NNT
3/23/89*