

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-381-93-1	
1. FROM (Agency or establishment) Department of Labor		DATE RECEIVED 8/31/93	
2. MAJOR SUBDIVISION Office of Economic Opportunity		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Jobs Corps		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER Charles Steele	5. TELEPHONE (202) 219-5605	DATE 1-10-94	
		ARCHIVIST OF THE UNITED STATES Cindy Hushamp Peterson	

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 2 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 8/24/93	SIGNATURE OF AGENCY REPRESENTATIVE <i>CL W. Steele</i>	TITLE Records Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Job Corps records created by the Office of Economic Opportunity. These records were appraised in 1990 as part of a special project conducted by the National Archives and Records Administration. They were inadvertently omitted from the previous schedules for Job Corps records (N1-381-90-1 and N1-381-91-1) that resulted from that appraisal project. Other Office of Economic Opportunity records surveyed during the project are scheduled under N1-381-90-2.		

Copies sent to NCF, NN-W, NNWS, NINT, NIA 2/2/94 *[initials]*

OFFICE OF ECONOMIC OPPORTUNITY
(Record Group 381)

Described below are unscheduled Job Corps records assigned to Record Group 381 at the Washington National Records Center. Job Corps records were created both by the Office of Economic Opportunity and the Manpower Administration, Department of Labor. The five series described below were unintentionally omitted from N1-381-90-1 and N1-381-91-1. Other Office of Economic Opportunity records appraised by NARA as part of a special project to schedule all records at the Washington National Records Center are covered by N1-381-90-2.

Administrative Management Division

1. Conservation Center Financial Cost Reports, 4/66-5/68. 4 cubic feet. Arranged chronologically by month and thereunder by name of center.

Computer printouts providing detailed financial information on the costs of operating the conservation centers.

WNRC Accession 369-70A0193 Boxes 1-2, 4-5

Destroy immediately.

2. Conservation Center Financial Cost Reports and Data, 7/66-6/68. 1 cubic foot. Arranged by fiscal year and thereunder alphabetically by center name.

Reports and other records containing detailed information about the expenses and obligations of each center.

WNRC Accession 369-70A0193 Box 6

Destroy immediately.

3. Conservation Center Tables of Organization, 7/67-6/68. Less than one cubic foot. Arranged chronologically by quarter and thereunder alphabetically by name of center.

Tables of organization providing detailed information on the staffing of each center.

WNRC Accession 369-70A0193 Box 7 (partial)

PERMANENT. Transfer to the National Archives immediately.

4. Budget Planning Records, 1965-67. 2 cubic feet. Arranged by subject.

Budget workpapers, center work plans, and other records used in developing the Conservation Center budgets.

WNRC Accession 369-70A0193

Boxes 7 (partial), 8-9

Destroy immediately. (The disposable portion of box 7 will be destroyed during archival processing of the permanent records in the box.)

5. Budget Expenditure records, 1965-68. 1 cubic foot. Arranged chronologically by fiscal year and thereunder alphabetically by name of center.

Computer printouts showing line by line expenditures used to track money spent against obligations and in developing the Conservation Center budgets.

WNRC Accession 369-70A0193

Box 3

Destroy immediately.