

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)

Department of Labor

2. MAJOR SUBDIVISION

Employment Standards Administration

3. MINOR SUBDIVISION

Office of Information

4. NAME OF PERSON WITH WHOM TO CONFER

Robert E. Moller

5. TEL EXT

3-8489

6. CERTIFICATE OF AGENCY REPRESENTATIVE

LEAVE BLANK	
DATE RECEIVED OCT 28 1976	JOB NO NC 1-448-77-1
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
APR 5 1977	<i>James E. O'Neill</i>
(Date) ACTIVE	Archivist of the United States

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 3 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

D-27-76
[Signature]
Date (Signature of Agency Representative)

Departmental Records Officer
(Title)

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1.	Motion Picture Film Productions	NC1-448-76-1	
	a. Motion picture film: The original negative plus optical sound tract, an intermediate master positive or duplicate	Item 28 56	

*Amended by
DyPerris
28 Mar 77*

sent to agency, NCW NNV NNF NND-4/6/77

7 items

All amendments approved per phonical Craig, ESA, 16 Feb 77.

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
	<p>negative plus optical sound track, and a sound projection print of each motion picture used to promote ESA programs and to inform employers and employees about their rights and responsibilities under these programs. (Duplicates may be disposed of when administrative needs cease.)</p> <p>Disposition: Permanent. Offer to the National Archives when obsolete or when five years old, whichever occurs first.</p> <p>b. Film Project Case Files: Documents relating to motion picture productions, including requests for approvals, justifications, authorizations, film requirements, contracts, clearances, and releases.</p> <p>Disposition: Permanent. Offer to National Archives when obsolete or when five years old, whichever occurs first. NARS with audio-visual records to which they relate.</p> <p>Sound Recordings and Video Recordings</p> <p>a. Sound Recordings: The ^{matrix or stamper,} master tape and one disc pressing for each conventional mass-produced multiple copy disc recording used to promote ESA programs and to inform employers and employees about their rights and responsibilities under these programs. and the original tape for each magnetic tape audio recording.</p> <p>Disposition: Permanent. Offer to the National Archives when obsolete or when five years old, whichever occurs first. (Duplicates may be disposed of when administrative needs cease.)</p> <p>b. Video Recordings: The original recording or earliest generation of the recording used to promote ESA programs and to inform employers and employees about their rights and responsibilities under these programs.</p>	<p>NCL-448-76-1</p> <p>Item ³⁸/₅₆</p>	

2.
 Inverted by
 R/M Review
 28 Nov 77

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
<p>3.</p> <p><i>intended by D. R. Lewis, M.D. 28 Apr 77</i></p>	<p>Disposition: Permanent. Offer to National Archives when obsolete or when five years old, whichever occurs first.</p> <p>c. Sound and Video Project Case Files: Documentation accumulated in the preparation and production of items identified in (2.a.) and (2.b.), including scripts and releases.</p> <p>Disposition: Permanent. Offer to the National Archives when obsolete or when five years old, whichever occurs first.</p> <p>Still Pictures</p> <p>a. Still photographs depicting substantive ESA activities, procedures, programmatic responsibilities and developments.</p> <p>Break file every five years.</p> <p>Disposition: Permanent. Offer to the National Archives the original negative and the original color transparency or color negative, and an internegative for each color image when obsolete or when five years old, whichever occurs first. (Duplicates may be disposed of when administrative needs cease).</p> <p>Information Releases</p> <p>a. The complete set of formal informational releases and publications, such as press releases and publications, press conference transcripts, official speeches, and indexes thereto. originating in ESA.</p> <p>PERMANENT.</p> <p>Disposition: Transfer to the Federal Records Center when six years old. Destroy when ten years old.</p> <p><i>The releases are arranged chronologically. There are presently about 4 cu. ft. on hand and it is estimated they will grow about 1 cu. ft./yr</i></p>	<p>NARS with audio-visual records to which they relate.</p> <p>NCL-448-76-1</p> <p>Item ²⁸/₅₆</p> <p>NCL-448-76-1</p> <p>Item ²⁸/₅₆</p>	<p></p>

	<u>Series</u>	<u>Title</u>	<u>Program</u>	<u>Date</u>
I.	Film	"LAMPS IN THE WORKPLACE"	WAGE HOUR	1969
		"BETTER TIMES A' COMIN'"	BLACK LUNG	1971
II.	RECORDS		FARM LABOR	1974, 1976
			MINIMUM WAGE	1975, 1976
			BLACK LUNG	1974
III.	TV SPOTS	BATMAN	EQUAL PAY	1973
		TALK	MINIMUM WAGE	1975
		STRAIGHT TALK	MINIMUM WAGE	1975
		CHAT	MINIMUM WAGE	1974
		TEAMWORK	EQUAL OPPORTUNITY	1974
		TEAMWORK	EQUAL OPPORTUNITY (SPANISH)	1974
		THE AUDITION	AGE DISCRIMINATION	1974
		THE AUDITION	AGE DISCRIMINATION (Spanish)	1974
		GOING UP	BLACK LUNG	1974
		CHAT	MINIMUM WAGE	1973
			MINIMUM WAGE	1971
IV.	STILL	ESA SLIDE SHOW		1975
	PHOTOGRAPHS			