

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 N1-185-97-18	DATE RECEIVED 5-30-97
1. FROM (Agency or establishment) Panama Canal Commission		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Administrative Services Division		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Records Management Branch			
4. NAME OF PERSON WITH WHOM TO CONFER Denise B. Will	5. TELEPHONE (301) 420-0675 Ext. 272-5033	DATE 12-3-97	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 <u>1</u> 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 5/16/97	SIGNATURE OF AGENCY REPRESENTATIVE <i>M. Jeanne Hinek</i> M. Jeanne Hinek	TITLE Chief, Records Management Branch	

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p align="center">PANAMA CANAL COMMISSION HEALTH SAFETY AND SANITATION RECORDS</p> <p align="center">SANITATION RECORDS</p> <p><u>Aedes Aegypti Monitoring System.</u> Used to monitor and control the reproduction of the Aedes Aegypti mosquito in the Canal Area. Information is shared with the Government of Panama's Ministry of Public Health to disseminate findings and prevent the spread of dengue. Information is used for monthly and annual reports.</p> <p>a Input: Manual input of results from the Positive Identification For Aedes Aegypti report.</p> <p><i>TEMPORARY. Transfer information to the system masterfile and verify. Cut off at end of calendar year. Destroy 2 years after cut off.</i></p>		

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b	<p>Datafile: Historical data masterfile.</p> <p><i>TEMPORARY. Delete when no longer needed for reference purposes.</i></p> <p>Output: Various reports by case, breeding site, location, etc.</p> <p>(1) Cumulative report of information gathered on the mosquito <i>Aedes Aegypti</i> from 1989 to the present, maintained by the Entomology Unit.</p> <p><i>TEMPORARY.</i></p> <p>PERMANENT. Cut off in 10 year blocks and transfer one set to the National Archives.</p> <p><i>NOTE: Transfer duplicate set to the Panama Canal Authority Archives when no longer needed for reference or current operations.</i></p> <p>(2) All other reports.</p> <p><i>TEMPORARY. Destroy when superseded or obsolete, whichever is sooner.</i></p>		

change made per Concurrence of PCC records officer sc 10/29/97