**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

(See Instructions on reverse)

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

1 FROM (Agency or establishment)
DEPARTMENT OF HEALTH AND HUMAN SERVICES

2 MAJOR SUBDIVISION
SOCIAL SECURITY ADMINISTRATION

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER
Fred Brickenkamp

5 TELEPHONE EXT
FTS 625-2595

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

<table>
<thead>
<tr>
<th>7 ITEM NO</th>
<th>8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)</th>
<th>9 GRS OR SUPERSEDED JOB CITATION</th>
<th>10 ACTION TAKEN (NARS USE ONLY)</th>
</tr>
</thead>
</table>
| 1 POSTERS. All formally published posters dealing with non-administrative topics, created in the Social Security Administration. Disposition: PERMANENT. Transfer 2 copies of each poster when produced by adding the National Archives to the distribution list and shipping the posters, either flat or in mailing tubes to the National Archives. The address appears below:

National Archives and Records Administration
ATTN: WNSP - Posters from
(Place name of creating agency here)
Washington, D.C. 20408

Records which are duplicative or have insufficient value to warrant permanent retention may be destroyed by National Archives accession staff without further notification to the agency.

Copies sent to agency: NN-W, NNS, NNT 6/10/92

DATE RECEIVED
10/1/92

JAN
M

(Instructions on reverse)

//1-92

1-92

DATE
8/30/91

SIGNATURE OF AGENCY REPRESENTATIVE
A. Prentice Barnes, Sr.

TITLE
DHHS Records Management Officer

ARCHIVIST OF THE UNITED STATES

FTS 625-2595

DATE
8/30/91

NOTIFICATION TO AGENCY
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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.