TO: GENERAL SERVICES ADMINISTRATION, NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408

1. FROM (AGENCY OR ESTABLISHMENT)
   Department of Health, Education, and Welfare

2. MAJOR SUBDIVISION
   Social Security Administration

3. MINOR SUBDIVISION
   Office of Management and Administration

4. NAME OF PERSON WITH WHOM TO CONFER
   George S. Yamamura
   45770

5. TEL. EXT.

6. CERTIFICATE OF AGENCY REPRESENTATIVE:
   I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of ______ pages are proposed for disposal for the reason indicated: ("X" only one)

   | A | The records have ceased to have sufficient value to warrant further retention. |
   | B | The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified. |

   6/1/75
   (Date)
   (Signature of Agency Representative)

SSA Records Officer

7. ITEM NO.

   Compliance Review Files

   These files consist of documents created in conducting periodic reviews of the employment practices of Medicare contractors. The reviews are undertaken to determine whether the contractors are in conformance with equal employment opportunity guidelines. Included are reports of the reviews and associated background material. Also included is related correspondence between SSA and the contractor. The files are retained for use in subsequent reviews.

   Transfer to the SSA Records Holding Area after 2 years. Destroy 5 years thereafter.