

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

Rec NCD 6 May 80 RA

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| LEAVE BLANK | |
| JOB NO NC1-47-80-8 | |
| DATE RECEIVED 5-6-80 | |
| 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10. | |
| <i>6-24-80</i> Date <i>acting</i> <i>James P. O'Neil</i> Archivist of the United States | |

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

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

2. MAJOR SUBDIVISION
Social Security Administration

3. MINOR SUBDIVISION
Office of Civil Rights and Equal Opportunity

4. NAME OF PERSON WITH WHOM TO CONFER
Ernest Lardieri

5. TEL. EXT.
FTS 934-5770

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.

- A Request for immediate disposal.
- B Request for disposal after a specified period of time or request for permanent retention.

| | | |
|--------------------|--|---|
| C. DATE 4/29/80 | D. SIGNATURE OF AGENCY REPRESENTATIVE <i>George E. Deal</i> Dr. George E. Deal | E. TITLE Departmental Records Mgt. Officer |
|--------------------|--|---|

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) | 9. SAMPLE OR JOB NO. | 10. ACTION TAKEN |
|-------------|--|----------------------|------------------|
| | <p style="text-align: center;"><u>Records Retention and Disposal Schedule</u> <u>Discrimination Complaint Case Files</u></p> <p>Files accumulated in the receipt and processing of complaints of discrimination by employees or applicants for Civil Service employment. The files contain complaints, investigative reports, withdrawal notices, related background information, copies of decisions rendered on the complaint and other related records.</p> <p>Transfer to the SSA Records Holding Area after final resolution of the case. Destroy 5 years thereafter.</p> | NC1-47-77-17 | <i>1 item</i> |

115-107
Copy to agency + NNA