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, Education and Welfare

2. MAJOR SUBDIVISION
   Social Security Administration

3. MINOR SUBDIVISION
   Office of Assessment

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.

7. DATE
   7-30-80

8. DESCRIPTION OF ITEM
   (With Inclusive Dates or Retention Periods)

   1. Quality Control Records

   Records documenting the quality control programs which develop policies, standards, and guidelines for Federal/State quality control systems to improve the management of public assistance programs and reviews, assesses and monitors the effectiveness of State AFDC systems. The records normally consist of copies of eligibility forms, along with various review documents and worksheets. The files include documents relating to corrective action, eligibility, cooperation with other agencies, statistical reports, State assessment reports, management reviews, program reviews, consultants, trip reports, status reports, reports of error rates, work plans, and other related documents.

   Destroy 3 years after end of review period or upon conclusion of any audits or pending litigation, whichever is later.

   Note: Use of Federal Records Centers for storage of records is authorized.

9. SAMPLE OR JOB NO
   NCI-47-80-18

10. ACTION TAKEN
   1 Item