

**REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED AUG 25 1975	JOB NO.
DATE APPROVED	NC - 220-76-2

TO: **GENERAL SERVICES ADMINISTRATION,
 NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON 25, D. C.**

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

2. MAJOR SUBDIVISION
Interagency Task Force on Refugee Assistance

3. MINOR SUBDIVISION
Refugee Camps

4. NAME OF PERSON WITH WHOM TO CONFER
Bryan Mitchell

5. TEL. EXT.
~~254-6433~~
245-6162

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

8/27/75
 Date acting James E. O'Neill
 Archivist of the United States

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.

8/22/75
 (Date)

[Signature]
 (Signature of Agency Representative)

Dept. Records Mgmt. Officer
 (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p><u>Refugee Population Movement Reports</u> - continuing information about daily activities.</p> <p>Destroy information copy maintained locally any time after original is dispatched to IATF and when no longer needed for local use - Estimated volume on hand - 1 folder</p> <p><u>Voluntary Agency Contracts</u> - a copy of a State Department contract - with a voluntary agency.</p> <p>Original and required copies are filed with State Department. Copy in question is an information copy and may be destroyed when no longer needed for local use - volume on hand - 1 folder</p> <p><u>Questionnaires for Computer Input</u> - Data on 9 questionnaires are collected on computer tapes. Destroy questionnaire forms after data are captured on tapes and verified.</p>		

Copy to Agency Bryan Mitchell 9-3-75