## INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-442-05-003

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Superseded by DAA-GRS-2016-0016-0002

Date Reported: 1/4/2022



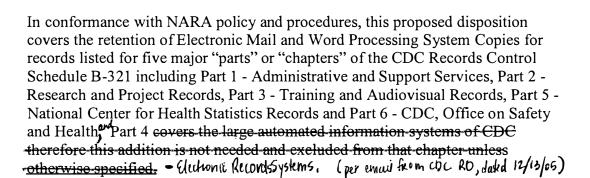


PE	QUEST FOR RECORDS DISPOSITI	LEAVE BLANK (NARA use only)							
INL	QUEST FOR RECORDS DISFOSITI	JOB NUME	ER.	1112 25-3					
	(See Instructions on reverse)		1V - 4	142-05-3					
то NA	TIONAL ARCHIVES and RECORDS ADM	DATE RECEIVED							
	SHINGTON, DC 20408	6-28.2005							
1 EDOM	(Agency or establishment)	NOTIFICATION TO AGENCY							
	nent of Health and Human Services								
•		In ac	In accordance with the provisions of 44						
	R SUBDIVISION	U.S.C. 3303a the disposition request, including amendments, is approved except							
Cent	ers for Disease Control and Prevention (CDC	for items that may be marked "disposition not							
3 MINOF	MINOR SUBDIVISION				for items that may be marked "disposition not approved" or "withdrawn" in column 10.				
Mana	agement Analysis and Services Office								
4 NAME	OF PERSON WITH WHOM TO CONFER	5 TELEPHONE	DATE	ARCH	HIVIST OF THE UNITED STATES				
Jımm	y A. Harrison	(404) 498-1509	3.3.0	6 A	hebraigh				

I here recor- neede	ds proposed after the	that I am authorized for disposal on the retention periods	ed to act for this agency in more attached page(s) are specified; and that written danual for Guidance of Feder	not now ne	eded for e from th	the disposition of its reco the business of this agend the General Accounting C	ords and that the cy or will not be office, under the		
	is not required;		is attached; or		has been requested.				
DATE		SIGNATURE OF AG	CY REPRESENTATIVE	, TITL	E				
JUN "	2 0 2005	A Prentice Barnes, Sr.			DHHS Records Management Officer				
7						9 GRS OR	10 ACTION		

L		А	Prencice	battles	, SL.			TITIS INECC		————	1		_
	7 TEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION					SUPE	GRS OR ERSEDED CITATION		10 ACTION TAKEN (NARA USE ONLY)	_		
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NSN 7540-00-634-4604 STANDARD FORM 115 (REV 3-91) (CDC Adobe Acrobat 5 0 Electronic Version, 8/2001)
PREVIOUS EDITION NOT USABLE
Prescribed by NARA
36 CFR 1228 115-109



## 1.\* Electronic Mail and Word Processing System Copies (applicable to all records series in this part of the CDC Schedule)

a. Copies that have no further administrative value after the recordkeeping copy is made. Includes copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories on hard disk or network drives, and copies on shared network drives that are used only to produce the recordkeeping copy.

DISPOSITION: **TEMPORARY.** Delete within 180 days after the recordkeeping copy has been produced.

b. Copies used for dissemination, revision, or updating that are maintained in addition to the recordkeeping copy.

DISPOSITION: **TEMPORARY.** Delete when dissemination, revision, or updating is complete.

\*The new items will be added and indexed to the following numbers in the printed manual including 1-37, 2-81, 3-17, 5-24, and 6-23. The series description will explain that the schedule will cover the disposition of e-mail and word processing system copies for all records whose dispositions are covered in this part of the CDC Records Control Schedule, B-321.

\_date\_6/16/2005

Approval:

Jimmy A. Harrison

CDC Records Officer