

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO. NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-100-08-1</i>	
1. FROM (Agency or establishment) <b>U.S. DEPARTMENT OF LABOR</b>		DATE RECEIVED <i>3/8/08</i>	
2. MAJOR SUBDIVISION <b>Occupational Safety and Health Administration</b>		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION <b>Directorate of Enforcement Programs, OFAP</b>			
4. NAME OF PERSON WITH WHOM TO CONFER <b>Yvette Stewart</b>	5. TELEPHONE <b>202-693-2002</b>	DATE <i>05/10</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>

6. AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in the matters pertaining to the disposition of its records and that the records proposed for disposal attached <b>1</b> page(s) are not needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,		
<input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested		
DATE <b>2-28-2008</b>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	TITLE <b>DEPARTMENTAL RECORDS OFFICER</b>

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	Records pertaining to the U.S. Department of Labor, Occupational Safety and Health Administration, Office of Federal Agency Programs, Secretary of Labor's Annual Report to the President. (See Attached)		

**U.S. Department of Labor**  
**Occupational Safety and Health Administration**  
**Office of Federal Agency Programs**

**1. Secretary of Labor's Annual Report to the President**

The Secretary of Labor's Annual Report to the President on Federal Department and Agency Occupational Safety and Health Program Activity (President's Report) is submitted pursuant to Section 19(b) of the Occupational Safety and Health Act of 1970. This section directs the Secretary of Labor to report to the President a summary or digest of reports by federal Executive Branch departments and agencies, together with the Secretary's evaluations of and recommendations derived from the reports. This report fulfills the Secretary of Labor's annual responsibility to inform the President about the status of safety and health throughout the federal workforce.

**Note: These dispositions instructions apply to all the described records regardless of physical media, except as specifically noted.**

- a. Annual Report and Transmittal Correspondence.** Annual report and transmittal correspondence from the Department of Labor to the President on the status of the occupational safety and health of federal employees as required by Section 19 of the Occupational Safety and Health Act. Reports are organized by fiscal year

**Disposition. Permanent** Cut off annually. Transfer to the Federal Records Center when 5 years old. ~~Transfer~~ <sup>Transfer</sup> to the National Archives when 12 years old. If the records are electronic, the agency should transfer a copy of the records when 5 years old to NARA in accordance with the requirements of the current transfer guidance.

- b. Background Materials.** Materials used in preparing the report.

**Disposition. Temporary.** Retain until the related President's Report is transferred to the Federal Records Center, and then destroy.