FEDERAL AGENCY CEASED OPERATIONS

Schedule Number: NC-429-75-001

Federal agencies may cease operations when they are established as a temporary entity, are abolished, or functions are transferred to State or Local government or private control.

Description:

The Special Action Office for Drug Abuse Prevention (SAODAP) was established by Executive Order 11599, June 17, 1971, and given statutory recognition by the Drug Abuse Office and Treatment Act of 1972 (86 Stat. 65), March 21, 1972. The Office was terminated June 30, 1975, as provided by the establishing act.

Date Reported: 2/18/2021

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RÉC	QUES.	k A	UTHORITY	
TO	DISPOSE	OF	RECORDS	

(See Instructions on Reverse)

| LEAVE BLANK | JOB NO | MAY 2 8 1975 | N.C. - 4 2 9 - 7 5 - 1

гΟ.	GENERA	LSERVICE	S ADMINI	TRATIO	N,		
	NATIONAL	ARCHIVES	AND RECORDS	SERVICE.	WASHINGTON.	D.C.	20408

1 FROM (AGENCY OR ESTABLISHMENT)

Special Action Office for Drug Abuse Prevention

2 MAJOR SUBDIVISION

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disposal request, including amendments, is approved except for items that may be stamped 'disposal not approved" or "withdrawn" in column 10 $\,$

NOTIFICATION TO AGENCY

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER Richard N. Sutter

5 TEL EXT 456-6600

6 CERTIFICATE OF AGENCY REPRESENTATIVE

Date Archivist of the United States

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 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

5/20/75 Administrative Officer						
(Dath) 7	8 DESCRIPTION OF ITEM	9 SAMPLE OR	10			
ITEM NO	(With Inclusive Dates or Retention Periods)	JOB NO	ACTION TAKEN			
1	Contract and grant files, 1972-1975, consisting of case files of contracts and grants awarded by the Special Action Office for Drug Abuse Prevention under terms of Section 223 of the Drug Abuse Office and Treatment Act of 1972 (Public Law 92-255). Incomplete contracts and contracts completed after April 1, 1975, have been transferred to the National Institute on Drug Abuse. Transfer to Federal Recorders Center. Dispose of after 6 years.					
2	Congressional correspondence files, consisting of routine correspondence with congressmen and citizens referred through Congress, 1971-1975. Dispose of immediately.					
3.	Federal agency budget submissions relating to funding drug abuse prevention programs. These submissions were provided for Special Action Office review. Dispose of immediately.					
4	Individual staff files other than those of the Directors of the Special Action Office for Drug Abuse Prevention, the Deputy Director, General Counsel, and Assistant Director for Policy Development and Coordination. Individual staff files consist primarily of reference copies of office records, chronological files, working papers, and reference material. Dispose of immediately.					
	Cony to Agency & WNRC 6/19/15/D		Hitems			

STANDARD FORM 115
Revised November 1970
Prescribed by General Services
Administration
FPMR (41 CFR) 101-11 4
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