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| REQUEST FOR RECORDS DISPOSITION AUTHORITY | | JOB NUMBER <i>71-220-03-4</i> | |
| To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001 | | Date received <i>4-24-2003</i> | |
| 1. FROM (Agency or establishment) Office of Navajo and Hopi Indian Relocation | | NOTIFICATION TO AGENCY | |
| 201 Birch Street, P.O. Box KK Flagstaff, Arizona 86002 | | In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. | |
| 2. MAJOR SUBDIVISION Relocation Operations | | | |
| 3. MINOR SUBDIVISION Inspections and Compliance Branch | | | |
| 4. NAME OF PERSON WITH WHOM TO CONFER. Paul Tessler | | 5. TELEPHONE NUMBER 928-779-2721 x 114 | DATE <i>12-30-03</i> ARCHIVIST OF THE UNITED STATES <i>John W. Carl</i> |
| 6. AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached <u>1</u> page(s) are not needed now for the business for 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 <i>4/21/03</i> | SIGNATURE OF AGENCY REPRESENTATIVE <i>CF Savasi</i> | | TITLE Executive Director |
| 7. ITEM NO. | 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9. GRS OR SUPERSEDED JOB CITATION | 10. ACTION TAKEN (NARA USE ONLY) |
| 1. 1a. | <u>Housing Repair Program Files, 1982-1987</u> This series consists of 4 categories of textual records: 1) Files retrievable by subject. 2) Housing Repair Appeal files retrievable by client name. 3). Housing Inspection Files retrievable by client name, and 4) Miscellaneous correspondence files containing program materials, retrievable by year. These files incorporate information on cash payments, repairs, inspections, and program materials associated with relocation houses acquired prior to 9-5-1980. [On 9-5-1980, the ONHIR adopted housing standards pursuant to 25 CFR 700.55; implemented in ONHIR Management Manual at Section 1580.] An Inspections and Compliance Program was created by the ONHIR to assure that new construction and resale houses acquired for relocation clients conformed to the standards of "Decent, Safe, and Sanitary." These records were cut off on 12-31-1987. NOTE: RECORDS OF REPAIRS COMPLETED ON RELOCATION HOUSES PURSUANT TO THIS PROGRAM, AFTER 12-31-1987, CAN BE FOUND IN THE CLIENT CASE FILES. [ONHIR SF115, JOB # N1-220-02-1, ITEM 1A.] | | |

cc Agency, NR
115-109

PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV. 3-91)
Prescribed by NARA 36 CFR 1228

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| 1b. | <p><u>Disposition:</u></p> <p>Permanent. Transfer to the National Archives and Records Administration at the close of the ONHIR. These records consist of 1 cubic foot in volume.</p> <p><u>Electronic Mail and Word Processing</u></p> <p>Electronic copies of records that are created on electronic mail and word processing systems and used solely to generate a record keeping copy of a file. In addition, the electronic copies can be maintained for the purpose of updating, revising, or disseminating information.</p> <p><u>Disposition:</u></p> <p>1. Temporary. Electronic copies that have no further administrative value after the record keeping copy is made. Delete when record keeping copy has been created.</p> <p>2. Temporary. Electronic copies used for dissemination, revision, or updating that are maintained in addition to the record keeping copy. Delete when dissemination, revision, or updating is completed.</p> | CITATION | |