

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-220-83-02

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This schedule covers records for the planning and hiring of staff. The conference was canceled and the records schedule for destruction in 1991.

Date Reported:

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Department of Health and Human Services

2. MAJOR SUBDIVISION

Office of Human Development Services

3. MINOR SUBDIVISION

Division of Administrative Services

4. NAME OF PERSON WITH WHOM TO CONFER

Whitman Byers
Whitman Byers

5. TEL EXT

245-2885

LEAVE BLANK

JOB NO

NC1-220-83-2

DATE RECEIVED

9-12-83

NOTIFICATION TO AGENCY

In accordance with the provisions of 41 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

9-27-83
Date

Robert M. May
Archivist of the United States

6. CERTIFICATE OF AGENCY REPRESENTATIVE

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

☐ **A Request for immediate disposal.**

☒ **B Request for disposal after a specified period of time or request for permanent retention.**

C. DATE

8/31/83

D. SIGNATURE OF AGENCY REPRESENTATIVE

George E. Deal
Mr. George E. Deal

E. TITLE

Department Records Management Officer

7. ITEM NO

8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

9. SAMPLE OR
JOB NO

10. ACTION TAKEN

1.

Miscellaneous Working Files of the White House Conference for Children and Youth, October 1980 - April 1981, 6 cubic feet.

An unarranged collection of miscellaneous record and non-record materials relating to the eighth decennial White House Conference for Children and Youth. Included are working papers, reference materials, multiple copies of drafts of background papers, and some correspondence. Topics focus on Conference planning and hiring staff for the Conference.

DESTROY in April 1991.

Copy sent to agency 9/20/83

MASS DATA CHANGE SHEET NOT REQUIRED

NNE + NL sent 10-13-83 by DMW. (1/11) sent 10-21-83 by DMW.