

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER N1-424-99-1	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML) WASHINGTON, DC 20408		DATE RECEIVED 12-15-98	
1. FROM (Agency or establishment)  U.S. CONSUMER PRODUCT SAFETY COMMISSION		NOTIFICATION TO AGENCY  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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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  DIRECTORATE FOR EPIDEMIOLOGY AND HEALTH SCIENCES			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER  Ann Montalbano	5. TELEPHONE  301-504-0424	DATE 4-27-99	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</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 ___ page(s) are not now 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	SIGNATURE OF AGENCY REPRESENTATIVE <i>Ann Montalbano</i>	TITLE <i>Director, ISIC</i>	
7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION  SEE ATTACHED SHEETS.	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)

APR 30 1999  
MHRcopy to: Agency  
NWME

CONSUMER PRODUCT SAFETY COMMISSION (CPSC)  
DIRECTORATE OF EPIDEMIOLOGY AND HEALTH SCIENCES

The CPSC protects the public against unreasonable risks of injury associated with consumer products; assists consumers in evaluating the comparative safety of consumer products; develops uniform safety standards for consumer products and minimizes conflicting state and local regulations; and promotes research and investigation into the causes and prevention of product-related deaths, illnesses, and injuries.

**ITEM 1. National Electronic Injury Surveillance System (NEISS) Data Base.**

**Description:** This data base contains injury data from a network of hospital emergency rooms nationwide.

a. Master File.

Disposition: PERMANENT -- Transfer a copy of the master data set in ten year blocks when latest record is fifteen (15) years old, e.g., 1970-1979 should be transferred immediately and 1980-1989 should be transferred in 2004. Transfers should be in accordance with regulations noted in 36 CFR 1228.188 (Transfer of machine readable records to the National Archives.)

b. Input Data. Manually entered data provided by hospital emergency room personnel.

Disposition: TEMPORARY -- Destroy when verification is completed.

c. Output Data. Data used for various purposes such as background for preparation of reports, notifications and public service announcements and scheduled as part of other record series.

**ITEM 2. In-depth Investigation (INDP) Data Base.**

**Description:** The file contains data from the follow-up or in-depth investigations of the CPSC. Investigations are assigned from NEISS records or sources from the IPII data base (item 3).

a. Master File.

Disposition: PERMANENT -- Transfer a copy of the master data set in ten year blocks when latest record is fifteen (15) years old, e.g., 1970-1979 should be transferred immediately and 1980-1989 should be transferred in 2004. Transfer should be in accordance with regulations noted in 36 CFR 1228.188 (Transfer of machine readable records to the

National Archives.)

b. Input Data. Data is from follow-up investigations conducted by CPSC field personnel.

Disposition: TEMPORARY -- Destroy when verification is completed.

c. Output Data. Data used for various purposes such as preparation of reports, notifications and public service announcements and are scheduled as parts of other records series.

### **ITEM 3. INJURY OR POTENTIAL INJURY INCIDENTS (IPII) DATA BASE.**

**Description:** The file contains data from reports of deaths, injuries or potential injures associated with consumer products under the jurisdiction of CPSC. The data are extracted form letters and telephone calls to CPSC, news clippings, and reports from sources such as consumers, coroners, medical examiners, and fire and police departments across the country. The IPII data base, along with the NEISS data base, provides information from which follow-up investigations are assigned.

a. Master File.

Disposition: PERMANENT -- Transfer a copy of the master data set in ten year blocks when latest record is fifteen (15) years old, e.g., 1970-1979 should be transferred immediately and the 1980-1989 should be transferred in 2004. Transfers should be in accordance with regulations noted in 36 CFR 1228.188 (Transfer of machine readable records to the National Archives.)

b. Input Data. Selected summary data extracted from letters, telephone calls, news clippings and reports from sources such as coroners, medical examiners, and fire and police departments across the country.

Disposition: TEMPORARY -- Destroy when verification is completed.

c. Output Data. Data used for various purposes such as background for preparation of reports, notifications and public service announcements and are scheduled as parts of other records series.