

14990

Standard Form No. 115
Revised November 1951
Prescribed by General Services
Administration
GSA Reg. 3-IV-106
115-103

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED 8 JUN 1973	JOB NO. 173-323
DATE APPROVED	
NOTIFICATION TO AGENCY	
IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 91-287 DISPOSAL OF ITEMS MARKED "DISPOSAL APPROVED" IS AUTHORIZED.	
DATE 7-17-73	ARCHIVIST OF THE UNITED STATES <i>James B. [Signature]</i>

TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408

1. FROM (AGENCY OR ESTABLISHMENT)
Department of Health, Education, and Welfare

2. MAJOR SUBDIVISION
Health Services and Mental Health Administration

3. MINOR SUBDIVISION
Division of Emergency Health Services, FHP

4. NAME OF PERSON WITH WHOM TO CONFER
Eugene Walterick

5. TEL. EXT.
443-2720

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of 2 pages are proposed for disposal for the reason indicated: ("X" only one)

- A The records have ceased to have sufficient value to warrant further retention.
- B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

JUN 1 1973 (Date) *Eugene Walterick* (Signature of Agency Representative) HSMHA Records Mgt. Officer (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
4	Records of the Division of Emergency Health Services, comprising correspondence, subject and reference files, case files documenting various project activities, photographs, motion pictures, publications, reports and related papers.	<i>Waived PED 7/6/73</i>	
<i>C.F.D. 1/3 6/26/73 1</i>	<p>Records determined by the National Archives and Records Service to have permanent value:</p> <ol style="list-style-type: none"> (1) Record set of all publications, including annual reports. (2) Photographic files, comprising still pictures and motion pictures. (3) Record set of all instructional and training materials. (4.) A set of all directives and manuals. (5.) A set of blank forms developed by the Division. (6.) <u>Correspondence and subject files of the Health Resources Management Branch:</u> Contains policy papers, technical studies, research reports, damage assessment background data, and associated files documenting the development of medical supplies and equipment used by the Division in its program activities. (7.) <u>Disaster file of the Health Resources Management Branch,</u> documenting the impact of natural disasters on health emergency readiness activities. 		

3 items

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>(8.) History of the Federal Blood program: A files series prepared from various sources documenting blood program policy since 1966.</p> <p>(9.) Correspondence on overall division matters prepared for the Director's signature, and related papers.</p> <p>(10.) Work plans and quarterly reports received from the States, summarizing activities and accomplishments under <u>all Division programs</u>.</p> <p>(11.) File documenting <u>nation-wide control</u> by the Public Health Service over the use of critical materials for medical supplies, under the national Controlled Materials Program during the period of the Korean War.</p> <p>1966-1973, with some items About 75 cu. ft. dating back to about 1950</p>		
2 A	<p>A Records of the Health Resources Management Branch, other than those included in item 1. above, not disposable under existing authority when the stockpile program is terminated.</p>		DISPOSAL APPROVED
3 A	<p>A Hospital and ambulance services program records, other than those included in 1. above.</p>		DISPOSAL APPROVED
4 A	<p>A All other records.</p>		DISPOSAL APPROVED
	<p>Destroy when applicable program is terminated.</p> <p>About 1955-1973</p>		
	<p>NOTE: Records covered by the General Records Schedules should be disposed of under their provisions. Such records not yet disposable when the program is terminated should be transferred to the Washington National Records Center.</p> <p>Approved for the Division of Emergency Health Services by: <u>Henry O. H. [Signature]</u></p>		

C.E.D. 6/26/73
 2 ~~A~~
 3 ~~A~~
 4 ~~A~~