

## REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

(See Instructions on Reverse)

<b>LEAVE BLANK</b>	
DATE RECEIVED <b>FEB 14 1973</b>	JOB NO. <b>NN-1730143</b>
DATE APPROVED	
NOTIFICATION TO AGENCY	
IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 91-287 DISPOSAL OF ITEMS MARKED "DISPOSAL APPROVED" IS AUTHORIZED.	
DATE	ARCHIVIST OF THE UNITED STATES

**TO: GENERAL SERVICES ADMINISTRATION,  
 NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON 25, D. C.**

**1. FROM (AGENCY OR ESTABLISHMENT)**  
 Office of Economic Opportunity

**2. MAJOR SUBDIVISION**  
 Office of the Director

**3. MINOR SUBDIVISION**

**4. NAME OF PERSON WITH WHOM TO CONFER**  
 Barbara E. Gaffney, A/ADM

**5. TEL. EXT.**  
 193-45418

**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 1 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.

Feb 9, 1973  
 (Date)

*J. B. Swislow*  
 (Signature of Agency Representative)

*Rec. Mgt. Officer*  
 (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1416	<p><u>INTERAGENCY AGREEMENTS AND DELEGATIONS RECORDS.</u>                      Documents created and maintained by offices with direct responsibility for the negotiation of official intra-agency and subsequent interagency agreements as to delegation of program activities or functions, interagency delegations of authority, transfers of functions and memoranda of understanding, with related papers. Includes full documentation of authorization for such actions, interim negotiations and final agreements as to program and staff elements affected, funds committed, and positions or personnel involved in such agreements, including the official record copy of all such transfers or delegations of authority and related background materials.</p> <p>Disposition: Record Copy (Designated project or task force coordinator): <u>Permanent</u>. Retain in CFA until purpose has been served or upon phase-out in Agency. Retire to FRC.</p> <p>All other copies: Retain and dispose of according to functional category in which such interagency negotiations and agreements records are filed.</p>		