

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER N1-220- 98-1	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED 2-23-98	
1. FROM (Agency or establishment) DEPARTMENT OF HEALTH AND HUMAN SERVICES		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION OFFICE OF THE SECRETARY		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION ASSISTANT SECRETARY FOR MANAGEMENT& BUDGET			
4. NAME OF PERSON WITH WHOM TO CONFER Richard E. Cooper	5. TELEPHONE (202) 690-5408	DATE 5-6-98	
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 FEB 11 1998	SIGNATURE OF AGENCY REPRESENTATIVE <i>Theresa Barnes, Jr.</i> A Prentice Barnes	TITLE HHS Records Officer	
7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION PRESIDENT'S COUNCIL ON MANAGEMENT IMPROVEMENT (PCMI), 1984-1994 The President's Council on Management Improvement was established by President Reagan in May 1984 to help carry out the mandate of Reform 88, a comprehensive program to improve, consolidate and streamline the management systems of the Federal Government, and to make them more responsive to the public. To this end, the PCMI drafted the services of Assistant Secretaries for Administration and Management in over 20 major federal agencies. Thomas McFee, HHS's Assistant Secretary for Personnel, represented HHS on the PCMI for a decade. The PCMI has been involved in over 40 projects. Major areas in which it has worked include financial and procurement management, productivity	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)

improvement, information technology, and integrity in government.

The PCMI records covered by this schedule include the following: Executive Committee Files (1988-1990), Full Council Files (1984-1991), Files from the Human Resources Committee (1986-1991), Miscellaneous Committees (1984-1991), including the Structure Committee, the Systems Committee, the Communications Committee, the Awards Review Committee and the Government Operations Committee. Also covered are the Files of the Retirement Action Task Force (1988-1989), the Cooperative Administrative Support Unit (1985-1988), and miscellaneous subject files and printed materials, (1987-1994).

Accession No. 468-97-0222, 15 cubic feet.

Disposition:

Transfer to NARA on approval of this schedule.