

JIM EDGAR
Secretary of State
and
State Archivist

STATE OF ILLINOIS
STATE RECORDS COMMISSION

APPLICATION NO. 83-9M
PAGE 1 OF 2 PAGES.

APPLICATION FOR AUTHORITY TO
DISPOSE OF STATE RECORDS

RM-7.1

AGENCY
Department of Children and Family Services
DIVISION
Program Operations
SUBDIVISION

RECOMMENDATION:

Jim Edgar
2/16/83
ARCHIVIST DATE

I HEREBY CERTIFY THAT THE RECORDS DESCRIBED IN THIS APPLICATION ARE NOT NEEDED IN THE TRANSACTION OF CURRENT BUSINESS AND ARE NOT OF SUFFICIENT ADMINISTRATIVE, LEGAL, OR FISCAL VALUE TO WARRANT FURTHER PRESERVATION.

STATE RECORDS COMMISSION APPRO

Charles...
CHAIRMAN
Oliver Foster
SECRETARY

[Signature]
HEAD OF AGENCY
2-4-83
DATE

MAR 16 1983
DATE

SUBMIT ORIGINAL AND TWO COPIES TO STATE RECORDS COMMISSION WITH SAMPLES OF EACH ITEM LISTED.

ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES	ACTION TAK
	GIVE TITLE, EARLIEST DATE, FILE ARRANGEMENT, VOLUME, ANNUAL ACCUMULATION, FORM NUMBERS, LEGAL REQUIREMENTS AFFECTING RETENTION, AND RECOMMENDED RETENTION PERIOD. IF MICROFILMED, THE HEAD OF THE AGENCY SHALL ATTACH A STATEMENT CERTIFYING THAT MICROFILM COPIES, MADE IN ACCORDANCE WITH THE STANDARDS OF THE STATE RECORDS COMMISSION, WILL BE ADEQUATE SUBSTITUTES FOR THE ORIGINAL RECORDS.	

"I hereby certify that microfilm copies, made in accordance with the standards of the State Records Commission, will be adequate substitutes for the original records."

1. Summary Cards Entitled Child Under Guardianship (CFS 405-1) (Originals) Discontinued

Dates: 1955 - 1981
Volume: 9 cu. ft.
Annual Accumulation: --
Arrangement: Alphabetical

This record series consists of a summary card file (which has been discontinued from updating since the close of calendar year 1981) of child welfare case file data. Each card (designated as CFS 405-1 Child Under Guardianship) gives entries which include: name of case file subject; county of jurisdiction; birthdate; date of temporary order (if any); court number; decree date; decree number; whether or not adoptive rights were granted; any changes in orders (giving dates and numbers thereof) affecting adoptive rights or other changes in status of child; and termination dates of guardianship brought about by adoption, marriage, entry into the armed forces, death of client, rehabilitation, the attainment of majority age, or other circumstances.

Although the agency has discontinued the updating of this card file beyond the year 1981, its administrative reference use as a central file is expected to continue indefinitely. Consequently, the Department wishes to microfilm this record to reduce volume, since its continued

APPLICATION FOR AUTHORITY TO
DISPOSE OF STATE RECORDS

(CONTINUATION SHEET)

APPLICATION NO. 83-9M

PAGE 2 OF 2 PAGES.

A RM-44A

ITEM
NO.

DESCRIPTION OF ITEMS OR RECORD SERIES

ACTION TAKEN

office maintenance is planned. Public access to this file series may be limited under provisions of Ill. Rev. Stat. 1981, Chapter 40, Paragraph 1522., since in some cases the identity of adoptees' natural parents are identified as well.

Recommendation: Microfilm, then dispose of original paper. Transfer security microfilm copies of the record series (reel film only) to State Records Center for eighty (80) years, then dispose of. Agency use microforms of the record series will be retained in office on a permanent basis.

*Disposition
Approved
as amended*

JIM EDGAR
Secretary of State
and
State Archivist

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STATE RECORDS COMMISSION

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[Signature]
HEAD OF AGENCY

2-4-83
DATE

RECOMMENDATION:

Jim Edgar
ARCHIVIST

3/6/83
DATE

STATE RECORDS COMMISSION APPRO

[Signature]
CHAIRMAN

[Signature]
SECRETARY

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DATE

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