

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO.	NCl-16-79-2
DATE RECEIVED	4-27-79
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
WITHDRAWN	
Date	Archivist of the United States

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT) U.S. Department of Agriculture	
2. MAJOR SUBDIVISION Office of Governmental & Public Affairs	
3. MINOR SUBDIVISION Office of Public Affairs	
4. NAME OF PERSON WITH WHOM TO CONFER William Mills	5. TEL. EXT. 447-3117

6. CERTIFICATE OF AGENCY REPRESENTATIVE.

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

- A Request for immediate disposal.
- B Request for disposal after a specified period of time or request for permanent retention.

C. DATE 4/25/79 4/25/79	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Henry A. Arnold</i>	E. TITLE MANAGEMENT ANALYST RECORDS OFFICER for U.S.D.A.
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
30	<p>ADDENDUM TO APPROVED SCHEDULE: NCl 16 78 2, approved 4-6-78.</p> <p><u>FOIA REPORT</u></p> <p>Annual report with covering memo (of which 1 copy is sent to the House, Senate and each agency FOIA officer.)</p> <p>PERMANENT: Officer to NARS when 10 years old.</p>	GRS 14, Item 19 a.	WITHDRAWN