INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-033-89-001

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This schedule was technically not superseded by N1-033-90-001. However, N1-033-90-001, which became the agency manual, expressed the items on N1-033-89-001 in a more granular way (i.e. as several subitems). The 1990 items were subsequently used to transfer records to NARA. Since NARA has accessioned these records under newer, more precise authorities, this schedule can be regarded as obsolete.

Instances where the newer authorities were used include:
NARA accessioned records dated 1961 to 1968 in 1991 under NC1-033-77-01, item 14d, despite the facts that this item had been superseded ultimately by N1-033-89-001.
NARA accessioned records dated 1969-74 in 1994 citing the 1990 agency manual item as the authority.

Date Reported: 06/02/2022
REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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
Extension Service

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER
Helen Young

5 TELEPHONE EXT
447-8179

ARCHIVIST OF THE UNITED STATES

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 2 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A GAO concurrence [ ] is attached, or [ ] is unnecessary

B. DATE
10/20/88

C. SIGNATURE OF AGENCY REPRESENTATIVE

D. TITLE
Chief, Management Services Branch

Extension Service Program Reports

State Extension Service Reports submitted by individual States to the Washington Office. Included are plans of work, narrative accomplishment reports, statistical data, and end of year reports. Records are arranged alphabetically by state, thereunder chronologically, and are accumulated in a four-year cycle.

a. Washington Office of Primary Responsibility

DISPOSITION: Permanent. Cut off file at end of four-year cycle. Retire to FRC 1 year after cutoff. Transfer to NARA in four-year blocks when the most recent records are 20 years old (eg. transfer 1984-87 records in 2007).

Accumulation: 20 cu. ft. per 4-year cycle
Volume on hand: 20 cu. ft.

b. Other Offices

DISPOSITION: Permanent.

NC1-310-80-2
Item 163a(1)

Item 163a(2)
<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)</th>
<th>9 GRS OR SUPERSEDED JOB CITATION</th>
<th>10 ACTION TAKEN (NARS USE ONLY)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>DISPOSITION: Destroy when 3 years old or when no longer needed for administrative purposes, whichever is sooner.</td>
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<td></td>
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</tbody>
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