

NC14-81-1

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NC1-54-81-1
DATE RECEIVED	April 14, 1981
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the disposal request including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
4-30-81 Date	<i>[Signature]</i> Archivist of the United States

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

1 FROM (AGENCY OR ESTABLISHMENT)

Department of Agriculture

2 MAJOR SUBDIVISION

Bureau of Plant Industry, Soils, & Agric. Engineering

3 MINOR SUBDIVISION

Plant Introduction Garden

4 NAME OF PERSON WITH WHOM TO CONFER

5 TEL EXT

June Green

436-8860

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	D SIGNATURE OF AGENCY REPRESENTATIVE	E TITLE
3/19/81	<i>[Signature]</i>	Records Management Officer, SEA

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1.	Records of the closed Plant Introduction Garden, Coconut Grove, Florida, 1941-1951. Arranged chronologically. Memoranda and correspondence related to the exchange of seeds and plants among laboratories and individuals and administrative matters including personnel, payroll, and purchases. Destroy immediately.		

1 item

Closed Out: 5-7-81: K.T.D.
Copy to NNF & Agency
not received - so resub 5-20-81 sc