

## Request for Records Disposition Authority

Records Schedule Number      DAA-0095-2018-0052  
Schedule Status                 Approved  
  
Agency or Establishment        Forest Service  
Record Group / Scheduling Group   Records of the Forest Service  
Records Schedule applies to     Agency-wide  
Schedule Subject                 Silvicultural Practices  
Internal agency concurrences will be provided      No

Background Information            The objectives of the Forest Service Silvicultural Practices are to prescribe, implement, and monitor silvicultural practices that develop and sustain desired forest stand conditions which meet land management objectives designated in regional guides and/or land and resource management plans

Associated FS-Mission specific records retention schedule items currently approved by NARA that are not included as part of this request: N1-95-10-6, item 42

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	0	2	0

### GAO Approval

## Outline of Records Schedule Items for DAA-0095-2018-0052

Sequence Number	
1	<b>Silvicultural Programs</b> Disposition Authority Number: DAA-0095-2018-0052-0001
2	<b>Silvicultural Practices Associated with Tree Seed and Forest Tree Nursery Cases</b> Disposition Authority Number: DAA-0095-2018-0052-0002

## Records Schedule Items

Sequence Number					
1	<p><b>Silvicultural Programs</b></p> <p>Disposition Authority Number      DAA-0095-2018-0052-0001</p> <p>Records pertain to the following silvicultural practices and topics: •Examination and Prescription: Examination/Prescriptions, Stand Modeling and Stocking Levels, Training and Certification. •Forest Tree Improvement: Includes correspondence, reports and other records related to tree improvement program. •Forest Tree Nurseries: Includes correspondence, reports and other data on the construction, development, improvement of nurseries. •General Program Administration: Includes general records, including correspondence, related to silvicultural practices in the Forest Service and outside of the Agency. •Reforestation: Correspondence and reports concerning all aspects of site preparation, protection of reforestation and committees working on reforestation matters. •Silvicultural Systems and Related Cutting Methods: Includes records related to even and uneven aged management, clearcutting, shelter wood, seed tree, thinning, selection, salvage and so forth. •Timber Stand Improvement: Reports related to release, thinning, pruning, fertilization and pesticides. •Tree Seeds: Correspondence, reports and surveys related to the tree improvement program.</p> <p>Final Disposition                      Temporary</p> <p>Item Status                                Active</p> <p>Is this item media neutral?            Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      No</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Manual Citation</th> <th style="text-align: left;">Manual Title</th> </tr> </thead> <tbody> <tr> <td>FSH 6209.11, Chapter 40, Filecode 2470</td> <td>Forest Service Records Management Handbook</td> </tr> </tbody> </table> <p>GRS or Superseded Authority Citation      N1-95-10-004 / 206  N1-95-10-004 / 207  N1-95-10-004 / 208  N1-95-10-004 / 209  N1-95-10-004 / 211  N1-95-10-004 / 212  N1-95-10-004 / 213  N1-95-10-004 / 214</p>	Manual Citation	Manual Title	FSH 6209.11, Chapter 40, Filecode 2470	Forest Service Records Management Handbook
Manual Citation	Manual Title				
FSH 6209.11, Chapter 40, Filecode 2470	Forest Service Records Management Handbook				

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**Disposition Instruction**

Cutoff Instruction                      End of fiscal year in which administrative use ceases.  
Retention Period                        Destroy 30 year(s) after cutoff

**Additional Information**

GAO Approval                            Not Required

**Silvicultural Practices Associated with Tree Seed and Forest Tree Nursery Cases**

Disposition Authority Number        DAA-0095-2018-0052-0002

Case files containing: •Tree Seeds Cases: Records pertain to seed production plans, reports on production of orchards, and general documentation including correspondence. •Forest Tree Nursery Cases: Records include correspondence, reports, and documentation related to specific nurseries.

Final Disposition                        Temporary

Item Status                                Active

Is this item media neutral?            Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?        No

Manual Citation	Manual Title
FSH 6209.11, Chapter 40, Filecode 2470	Forest Service Records Management Handbook

GRS or Superseded Authority Citation        N1-95-10-004 / 210  
N1-95-10-004 / 215

**Disposition Instruction**

Cutoff Instruction                        End of fiscal year in which case file closed.  
Retention Period                        Destroy 30 year(s) after cutoff

**Additional Information**

GAO Approval                            Not Required

## 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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

## Signatory Information

Date	Action	By	Title	Organization
04/17/2018	Certify	Monica McGee	Records Officer	Forest Service - WO - ORMS - CRM
12/06/2018	Submit for Concurrency	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
12/06/2018	Concur	Kate Flaherty	Appraiser	National Archives and Records Administration - ACRA
12/17/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
12/18/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist