

- REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB

N1-95-86-5

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

DATE RECEIVED
4-11-86

1. FROM (Agency or establishment)
US Department of Agriculture

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION
Forest Service

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

3. MINOR SUBDIVISION
Timber Management

4. NAME OF PERSON WITH WHOM TO CONFER
Norina Mosby

5. TELEPHONE EXT. **235-2539**

DATE
3-3-87

ARCHIVIST OF THE UNITED STATES
Frank R. Bunker

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 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 4-7-86	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Marfan Connally</i>	D. TITLE Acting Records Management Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
	<p>National Forest timber resource planning is a management tool used by the Forest Service to meet the multi-resources planning requirements outlined in the Land and Resource Management Planning Act. Record material is basically correspondence showing coordination between units in the development of planning and management of timber resources.</p> <p>This file also contains correspondence reflecting the procedures and direction for the planning and organization of cooperative and federal sustained-yield units. A cooperative sustained-yield unit is an agreement with private landowners to provide for the coordinated management of private land and federally owned or administered forest land. A federal sustained-yield unit is an agreement with a private party to purchase and locally process federal timber for the purpose of maintaining the economic stability of dependent communities. Case files carrying out operations are maintained under 2460 file series and proposed for permanent retention (NCI-95-84-07).</p> <p>These records were originally schedule under NN 166-136 (approved March 14, 1966). The authority was removed in the 1980 moritorium because at that time there was no authority for the retention periods that existed at the Washington Office, Region, Area, and Experiment Station levels. This schedule seeks approval of new retention periods at all organizational levels.</p>		

3/4/87 FS, NNF-NNA

- 1 **2410 Timber Resource Management Planning** (Includes correspondence related to timber management planning process; congressional and public inquiries about inventories (including surveys), land suitability and allowable sale quantity; records pertaining to the planning and establishment of sustained yield units; and other related records.) Establish subject folders as needed.

All Offices: Destroy records when 5 years old.

NOTE: File sustained-yield unit casefiles under the appropriate file designation in 2460 and apply the retention period.

- 2 **2410-1 Timber Management Plans** (The Final Plan and amendments for the management of timber resources on the National Forests. These plans have an ten-year cycle. Some may predate 1960. Since TM plans are no longer generated this is a closed series.)

Washington Office and Supervisor's Offices: Permanent.
Offer all Final Plans and amendments to NARA in 1991.
Do not transfer to the FRC. (WO: total acc: 15 cu.ft.
SO: total acc: less than 1 cu. ft.)

All Other Offices: Destroy when superseded or obsolete.

Note: The Final Plans (and subsequent amendments) are proposed as permanent because they provide tracks of the standards used in the past in developing annual direction for timber activities on each National Forest. By 1988 or 1989 these plans will no longer be used because planning data for timber is carried out in a broader forest planning process under the Forest and Rangeland Renewable Resources Planning Act of 1974 and the National Forest Management Act of 1976. It is recommended they be offered to the National and Regional Archives in 1991.