

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI-95-87-14

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

DATE RECEIVED

4-20-87

1. FROM (Agency or establishment)

U.S. Department of Agriculture

2. MAJOR SUBDIVISION

Forest Service

3. MINOR SUBDIVISION

Forest Fire and Atmospheric Sciences Research Staff

4. NAME OF PERSON WITH WHOM TO CONFER

Norina G. Mosby

5. TELEPHONE EXT.

235-2539

DATE

1/5/88

ARCHIVIST OF THE UNITED STATES

[Signature]

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

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; 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	C. SIGNATURE OF AGENCY REPRESENTATIVE	D. TITLE
4/15/87	<i>Mary H. Davis</i> Mary H. Davis	Records Management Officer

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 GRS OR SUPERSEDED JOB CITATION	10.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)
1	<p>Records housed under this series deal with methods of conducting cooperative forestry research. 4080 Research Administration is a new file designation previously called 4040 Cooperation. The old 4040 was never scheduled.</p> <p>This schedule establishes the retention period for 4080 as a primary file designation. The secondary levels of filing are scheduled under NC 174-215, approved on April 25, 1974.</p> <p>4080 Research Administration (Includes general correspondence on the overall planning, direction, and coordination of research under the Deputy Chief for Research.)</p> <p><u>All Offices:</u> Destroy records when 3 years old.</p>		

litom

115-108 NVA, NNF, dglm
7 Jun 88

NSN 7540-00-634-4064

to NCF on 2-12-88 JLL