

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB #

N1-95-90-1

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

DATE RECEIVED

3-26-90

1. FROM (Agency or establishment)

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION
US Department of Agriculture

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

4. NAME OF PERSON WITH WHOM TO CONFER
Fiscal and Public Safety

5. TELEPHONE EXT.

DATE

ARCHIVIST OF THE UNITED STATES

Norina G. Mosby, Records Analyst

235-2539

3/29/90

[Signature]

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

3-19-90

Mary H. Davis

[Signature]

Records 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 GRS OR SUPERSEDED JOB CITATION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

A financial analysis is conducted to determine whether a prospective contractor qualifies for ~~related to~~ a timber sale or permit. These records are for non-successful bidders who were not awarded the sale or permit. These records have never been scheduled before. 6500 Accounting records are generally scheduled under N1-95-89-2.

Note: Financial Analysis and related work papers for approved bidders are filed under 2450-3 Timber Sale Contracts, 2720-2 Special Use Permits, and 6320-1 Bids, Proposals, and Contracts.

6550-5 Financial Analysis for Non Successful Bidders (case files and related reports for timber sale bidders, permittees, and regular contractors who were not awarded the sale or permit).

All Offices: Destroy the case file one year after case is closed.