

# REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
WASHINGTON, DC 20408

LEAVE BLANK (NARA use only)

JOB NUMBER

N1-95-94-1

DATE RECEIVED

1. FROM (Agency or establishment)

U. S. Department of Agriculture

2. MAJOR SUBDIVISION

U. S. Forest Service

3. MINOR SUBDIVISION

Regional Offices

4. NAME OF PERSON WITH WHOM TO CONFER

Norina G. Mosby

5. TELEPHONE

703-235-2539

## NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE

1-10-95

ARCHIVIST OF THE UNITED STATES

*Audrey H. ...*

## 6. 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 on the attached \_\_\_ 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,



is not required;



is attached; or



has been requested.

DATE

4/14/94

SIGNATURE OF AGENCY REPRESENTATIVE

*Norina G. Mosby*

TITLE

*Acting Records Officer*

7. ITEM NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARA USE ONLY)

1. Regional Office Records Dated June 30, 1946 and Earlier.

All file folders dated June 30, 1946 and earlier filed under all categories of the Forest Service alpha files plan.

**PERMANENT.** Transfer immediately to NARA. NARA may apply the provisions of the GRS prior to transfer. Individual file folders that include records created later than June 30, 1946 will be transferred.

2. Regional Office Records Dated July 1, 1946 through June 30, 1959.

All file folders dated July 1, 1946 through June 30, 1959, filed under all categories of the Forest Service alpha file plan.

**DISPOSITION.** Use disposition instructions included as Attachment A to this schedule. NARA will apply the provisions of the GRS prior to transfer. File folders that include records created later than June 30, 1959, as well as the few alpha file headings not listed in Attachment A, will be transferred unless non-record or cited in the GRS.

*Copies sent to agency, NNA, NCF, NIA 2/1/95*