

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
 (See Instructions on reverse)

RECORDED 7/27/79

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

LEAVE BLANK	
JOB NO.	NC1-95-79-3
DATE RECEIVED	7-27-79
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Date	Archivist of the United States

1. FROM (AGENCY OR ESTABLISHMENT)  
 U.S. Department of Agriculture

2. MAJOR SUBDIVISION  
 Forest Service

3. MINOR SUBDIVISION  
 Administrative Services

4. NAME OF PERSON WITH WHOM TO CONFER

W. F. Hice

5. TEL EXT


447-6101

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.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE	7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
7/26/79		Records Management Officer				
			1	The Chief is responsible for the coordination and control of pesticide-use management within the Forest Service. The Chief has delegated the responsibility for representing the Forest Service on all matters dealing with the coordination and control of pesticide use to the Deputy Chief for State and Private Forestry.  This retention schedule cover records under file designation 2140 series "Pesticide Use Management for the Washington Office and Field Units." These records were included generally in NN-166-36 under a 5240 file designation.  2140 Pesticide Use Management (Include correspondence and records relating to authorities, responsibilities and definitions).  a. Washington, Regional Area and Experiment Stations: Destroy when 10 years old.  b. All other offices: Destroy when 5 years old.		
			2	2140-1 Pesticide Use (Correspondence and other records relating to reviews of uses, and preparation of forms);  All offices: Destroy when 5 years old.		

13 items

**REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet**

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
3	2140-2 Conduct of Projects (Includes correspondence relating to project planning, project work plans, and project safety plans).  a. Washington, Regional, Area and Experiment Stations: Destroy when 10 years old.  b. All other offices: Destroy when 5 years old.		
4 <i>not p</i>	2140-3 Training and Certification of Applicators (Correspondence and other records relating to training and certification requirements for applicators, and training authorizations).  a. Washington, Regional, Area and Experiment Stations: <u>PERMANENT</u> . Offer to NARS when 15 years old. (Annual accum. ½ cu. ft.)  b. All other offices: Destroy when 5 years old.		
5	2140-4 Pesticide Selection, Application, and Monitoring (Correspondence and other records relating to pesticide selection, safety, formulation, registration, aerial application, ground application, post-treatment evaluation, and environmental monitoring).  a. Washington, Regional, Area and Experiment Stations: <u>PERMANENT</u> . Offer to NARS when 15 years old. (Annual accum. 2. cu. ft.)  b. All other offices: Destroy when 5 years old.		
6	2140-5 Safety in Pesticide Uses (Correspondence and other records relating to safety. Includes pesticide exposure, transportation, storage, disposal, and treatment).  a. Washington, Regional, Area and Experiment Stations: Destroy when 10 years old.  b. All other offices: Destroy when 5 years old.		
7	2140-6 Pesticide Use Reports (Includes post-treatment evaluation reports and reports on accidents and incidents involving pesticides).  a. Washington, Regional, Area and Experiment Stations: <u>PERMANENT</u> . Offer to NARS when 15 years old. (Annual accum. ½ cu. ft.)  b. All other offices: Destroy when 5 years old.		