

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

11, May 82 NJ

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

1. FROM (AGENCY OR ESTABLISHMENT)
US Department of Agriculture

2. MAJOR SUBDIVISION
Forest Service

3. MINOR SUBDIVISION
Programs and Legislation

4. NAME OF PERSON WITH WHOM TO CONFER

Norina G. Mosby

5. TEL EXT

382-9897

LEAVE BLANK	
JOB NO	NCI-95-82-4
DATE RECEIVED	May 11, 1982
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<i>withdrawn</i> Date	5/28/82 Archivist of the United States

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 5/6/82	D. SIGNATURE OF AGENCY REPRESENTATIVE Hoyt L. Abréx <i>Hoyt L. Abréx</i>	E. TITLE Records Management Officer
-------------------	---	--

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>This retention schedule covers records created under file designation 1970 Economic and Social Analysis. Responsibility for the development, coordination and Maintenance of 1970 is assigned to the Deputy Chief for Programs and Legislation. Specific responsibility is assigned to the Director of the Policy Analysis staff. FSM 1970 has three major sections dealing with different types of analyses of the plans, programs and projects conducted by the Forest Service: (1) Economic Efficiency Evaluation refers to cost studies and assessments of markets and the development of values (2) Economic Impact Analysis and (3) Social Impact Analysis refers to determinations made of the impact of programs and projects on the economy and society of a community or area.</p> <p>Economic and Social Analysis was previously a secondary designation under 1960 (1960-1 Economic and Social Impact Analysis). However, Programs and Legislation has created a manual chapter 1970 Economic and Social Analysis and we are requesting approval of the corresponding file designation.</p>		3

Closed as WITHDRAWN: 6-1-82: K.P.V.

Request for Records Disposition Authority – Continuation

JOB NO

PAGE OF
2 of 2

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>1970 Economic and Social Analysis (Routine correspondence and general records material related to economic and social analysis of programs, resource plans, and projects.)</p> <p>All Offices: Destroy when 5 years old.</p> <p>1970-1 Analysis and Studies (Includes case file containing analyses and studies, documentation and review comments. Specific studies are designed for economic efficiency, economic impact and or social impact analysis. Studies last up to 2 years.)</p> <p>All Offices: Destroy 25 years after case file is closed.</p> <p>1970-2 Policy and Interpretation (Includes correspondence, reviews and documentation of new policy decisions, interpretation, clarifications of policy related to economic and social analysis.)</p> <p>Washington Office: <u>Permanent</u>. Offer record to Nars when 20 years old.</p> <p>All other offices: Destroy record when 25 years old.</p>		<p><i>Withdrawn, 5/28/82</i></p> <p><i>Withdrawn 5/28/82</i></p> <p><i>Withdrawn, 5/28/82</i></p>