

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO

NCI-95-83-2

DATE RECEIVED

11-9-82

NOTIFICATION TO AGENCY

Agreement with the Archivist of the United States (36 CFR 125.101) is required for the disposal of records. If the proposed disposal schedule is approved, the records will be disposed of in accordance with the approved schedule.

11-22-82 *Robert W. May*
Date Archivist of the United States

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

1 FROM (AGENCY OR ESTABLISHMENT)
US Department of the Interior

2 MAJOR SUBDIVISION
Forest Service

3 MINOR SUBDIVISION
Human Resource Programs

4 NAME OF PERSON WITH WHOM TO CONFER
Norina G. Mosby

5 TEL EXT
382-9897

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 <i>11/2/82</i>	D SIGNATURE OF AGENCY REPRESENTATIVE <i>Hoyt L. Abney</i> Hoyt L. Abney	E TITLE Records Management Officer
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7 ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10. ACTION TAKEN
1	This schedule supersedes item 20 of NCI-95-78-5 which approved Youth Conservation Corps (YCC) records. The original State grant case files are being disposed of under the Department of the Interior's comprehensive schedule. This new schedule is in response to Interior's letter of Dec. 22, 1981 which assumed responsibility for the disposal of YCC and YACC State grant case files in the Forest Service and the Dept. of the Interior. 1840-9-2 State Grant Case File (File consist of the original grant application, and other records required the original State grant approval and funding process). (NOTE): The original State Grant Case files are retained by the Bureau of Reclamation Administrative Service Center (BRASC) in Salt Lake City, Utah. BRASC is a Department of Interior installation. Interior has agreed to have BRASC retain Forest Service State Grant case files for 7 years for audit purposes under Interior's Comprehensive Disposal Schedule, Grants, Record Group 48 OSHB #7, E5.	NCI-95-78-5 #20	<i>item</i>

115-107

*to agency 12/3/82 via RB
to NNF + all FRC's except 3KD + GKP, 11/29/82
Closed out. 11-24-82:CM
COPIES TO Agency, NNF + All FRC's (except 3KD + GKP)*

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4

Request for Records Disposition Authority— Continuation

JOB NO

PAGE OF

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>ALL Offices: Duplicate copies of the State grant case files are to be destroyed when 2 years old or upon closure of the program, whichever is earlier. The original State grant application will be retained by BRASC and destroyed 7 years after the date of the termination of the program or when audit is completed whichever is first.</p>	<p>NCI-95-78-5, Item 20</p>	