

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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

Watershed Management Research (FER staff)

4. NAME OF PERSON WITH WHOM TO CONFER

Borina G. Mosby

5. TEL EXT

235-2539

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 3/15/85	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Mary E. Davis</i> Mary E. Davis	E. TITLE Records Management Officer
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ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	<p>Surface Environment and Mining records were previously approved under job number NC1-95-81-10. Because of changes in our directives system, SEAM records are now being managed under 4310 Watershed Management and Rehabilitation Programs. This 115 reflects this change. The file designations changed but the contents of the files and the retention periods remain the same.</p> <p>4310-3 SEAM (Includes material that describes the authorities, objectives, and responsibilities for Surface Environment and Mining (SEAM)).</p> <p>Washington Office: Permanent. Offer to NARS in 5-year blocks when 20 years old.</p> <p>All Other Offices: Destroy records when 10 years old.</p>	NC1-95-81-10 Item 30	

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JOB NO	NC1-95-85-1
DATE RECEIVED	7-2-85
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the date of this request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
WITHDRAWN	
Date	Archivist of the United States

Request for Records Disposition Authority - Continuation

JOB NO.

PAGE OF 2

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
3	<p><u>All Offices:</u> Destroy when plan is superseded.</p> <p>3900-2 Special Projects (Includes correspondence, work plans, reports, and documents concerning cooperative planning projects between state officials and the Forest Service. Case file by state.)</p> <p><u>All Offices:</u> Destroy when administrative use ceases.</p>	Item 16	