

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
United States Department of Agriculture
2. MAJOR SUBDIVISION
Animal and Plant Health Inspection Service
3. MINOR SUBDIVISION Meat and Poultry Inspection Program
National Headquarters
4. NAME OF PERSON WITH WHOM TO CONFER
Eugenia A.M. Kissinger
5. TEL. EXT.
436-8330

*Row
10/18/74*

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 _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

LEAVE BLANK	
DATE RECEIVED SEP 9 1974	JOB NO. NC-136-75-8
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 "with-drawn" in column 10.	
<p align="center">10-4-74 <i>Walter Robert Jr.</i> Date <i>acting</i> Archivist of the United States</p>	

8/29/74 Eugenia A.M. Kissinger Head, Records Management Section
(Date) (Signature of Agency Representative) (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>This schedule supplements (does not supersede) schedule NN 172-132, items 3, a, b, and c, covering records of the Meat and Poultry Inspection Program relating to its responsibility to approve all equipment used in Meat and Poultry slaughtering and processing plants.</p> <p>1. Applications and/or correspondence relating to equipment used in meat and poultry slaughter and processing plants:</p> <p>a. Applications and inquiries, and related material, including drawings, neither approved nor disapproved, and which are not converted to microfilm system.</p> <p>Destroy four years after final action taken.</p> <p>b. General correspondence with manufacturers, and related material, not pertaining to a specific application.</p> <p>Destroy after one year.</p>	<p>II-NNA-2521 Item 6 "facilities" 10 years</p>	

*Copy to Agency 10/8/74 CW
Copy to WNRC 10/8/74 CW*