# NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

# Schedule Number: NN-174-000069

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 10/16/2023

## **ACTIVE ITEMS**

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

Items 1 and 2 remain active, although they may have been superseded by NC1-136-79-001 / 100 (it is unclear).

### SUPERSEDED AND OBSOLETE ITEMS

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

All other items were superseded by NC1-136-79-001 and NC1-136-79-002.

NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

As of 10/16/2023 NN-174-000069



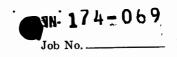
	TO DISPOSE OF RECORDS	DATE RECEIVED	ON BOL	· / / / / /
	(See Instructions on Reverse)	10/18/7.	3	ტქ~ Uბ! •
	L SERVICES ADMINISTRATION, ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408	NOTIFICAT	TION TO AGENCY	
1. FROM (AGEN	cy or establishment) U.S. Dept. of Agriculture	In accordance with the prov	visions of 44 U.S.C	:. 3303a the dis-
Packers &	Stockyards Administration	posal request, including ar items that may be stamped	mendments, is app	proved except for
	fice of Management Services, Paperwork Mgmt.	drawn" in column 10.		
4. NAME OF PE	RSON WITH WHOM TO CONFER 5. TEL. EXT.		4-	$\alpha \cap \alpha$
	Prescott 76659 <del>75442</del>	11-23-13	my B1	Mandy
	OF AGENCY REPRESENTATIVE:		rchivist of the Ut	
I hereby certify	r that I am authorized to act for this agency in matters pertaining to the disposal of the agency (s) are not now needed for the business of this agency or will not be needed after the retention p	's records; that the records pro periods specified.	oposed for disposal	in this Request of
O(u/7)	a late 0	ief, Records &	Communica Citle) D	ations Br. AS. OMS
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)		9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	ADMINISTRATIVE RECORDS			
	a. Records pertaining to the Administrative Washington, DC.	Officer, P&SA	•	
	Basic 4 year disposal authority. For de- OMS Manual, Chapter 2140, EXHIBIT B.	tails see		
	b. Records in the OMS divisions pertaining not authorized for disposal by this schedule carrying out the disposition of their own redivisions shall apply applicable retention pethe General Records Schedules, as amended by Department.	. In cords, OMS eriods of		
	c. Records maintained in field offices relativel, procurement, personnel, duplicating,			
	Basic 4 year disposal authority. For de- OMS Manual, Chapter 2130, EXHIBIT C.	tails see		
2.	AGENCY PROGRAM ADMINISTRATION	l'	NN-164-13	3
	a. Correspondence and other records essential ment the formulation and revision of program policies, procedures, and regulations; include cooperation and agency management.	al to docu- legislation,	item 1 (a&b) & 2 (a&b)	
12	(1) RETAIN record copy DISPOSE other copies 4 years.	s after	11 item	, 4

STANDARD FORM 115
Revised November 1970
Prescribed by General Services
Administration
FPMR (41 CFR) 101-11.4
115-105

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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
	b. Correspondence and operating records which are not of long retention value, such as scale test reports, forms, routine memoranda, and letters, etc., which are created or accumulated as a result of administering the Packers and Stockyards Act.	NN-164-13 item 1(c) 2(c) & 12	3
	DISPOSE after 4 years.		
3.	ANNUAL REPORTS - These contain information on financial status, transactions, and other operating data; also includes custodial account reports.		
	a. Dealers	NN-164-13 item 10(c	
	DISPOSE record copy after 4 years, other copies after 1 year.	1002 20(0	,
	b. Market Agencies	NN-164-13 item 10(b	
	DISPOSE record copy after 6 years, other copies after 1 year.		,
	c. Packers	NN-164-13 item 10(a	
ھ	()RETAIN record copy for "Big Ten" packers.  (2)Microfilm and DISPOSE record copy of other packer reports after 5 years, other copies after 1 year.	100m 10(0	,
	d. Poultry Licensees  DISPOSE record copy after 4 years, other copies after 1 year.	NN-164-13 item 10(d	•
	e. Stockyards (Auctions Markets & Terminal Stockyards)  Ocstrol  RETAIN record copy until 4 years after stockyard  deposted, other copies after 1 year.  Y Then dispose Pale, MM, 2144)	NN-164-13 item 10(e	7
4.	CASES - CIVIL AND CRIMINAL	NN-164-13 item 3	3
	Civil and Criminal court actions brought by the Department of Justice and tried in Federal Courts. These involve:	-	
	1) failure to comply with registration and bonding requirements of the P&S Act.		



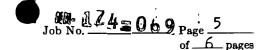


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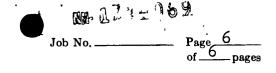
7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	2) failure to comply with annual report requirement of the Act.		
	<ol><li>failure to obey an order of the Secretary of Agriculture.</li></ol>		
	4) failure to attend and testify or answer any lawful inquiry, or produce records or evidence in obedience to a subpoena.		
	5) falsification of records.		
	6) falsification of weights.		
	The contents of the files when the cases are closed include record material such as:		
	1) sworn statements.		
	2) copies of documents used as evidence.		
	<ol> <li>correspondence between the Department of Agricultur Department of Justice and United States Attorneys.</li> </ol>	е,	
	4) complaints and answers to complaints.		
	5) briefs.		
	6) court orders.		
	7) judgements.		
	8) other papers pertaining to the court actions and appeals to such court actions.		
	DISPOSE record copy 10 years after close of court action, other copies as soon as court action closed.		
5.	COMPLAINTS AND INVESTIGATIONS	NN-164-13 item 11 &	
	Audit, complaint and investigation files containing material used in determining violations of the Act and Regulations. These include work papers, audit reports, correspondence, and investigation reports.	material not pre- viously scheduled	
	DISPOSE all copies of material l year after case is closed or court action completed.		

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7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	SAMPLE OR JOB NO.	10. ACTION TAKEN
	(NOTE: Record copy of investigation reports are transmitted to Washington and disposed there when case closed, except where determined to be of future reference value. Trade practice correspondence, moving papers and decisions and orders are to be kept in the Trade Practice section of the Packer or Registrant Case files.)		
6.	DOCKETS		
	a. Rate Dockets - Administrative proceedings instituted by the Department in the determination of reasonable rates and changes of stockyard companies and market agencies. Material includes property evaluation appraisal and inventory, orders of suspension notices of hearings and other similar documents, exhibits, transcripts of testimony, final orders of the Secretary, and related correspondence.		3
	1) Auction Market Rate Dockets.		
	DISPOSE 4 years after stockyard deposted.		
	2) Market Agency Rate Dockets.		
	DISPOSE 4 years after dismissal of docket.		
	3) Terminal Stockyard Rate Dockets.		
	DISPOSE 4 years after stockyard deposted.		
	b. Trade Practice Dockets - Administrative proceedings instituted by the Department involving violations of the various trade practice provisions of the Act. When closed these include material such as	NN-164-13 item 5 :	3
	<ol> <li>financial and operating reports of the respondents,</li> </ol>		
	2) notices of hearings and other similar documents,		
	3) final orders of the Secretary of Agriculture issued in the proceedings,		
	4) exhibits, and		
	5) other related correspondence.		



7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	DISPOSE record copy 10 years after close of proceeding other copies as soon as proceedings completed.	gs,	
7	INDUSTRY ANALYSIS AND REPORTS	Not pre-	
R	Correspondence, reports, and other material regarding P&SA analysis of industry practices, organizations and other subjects which are studied by P&SA also including publication of reports and automated data processing used to gather and manage needed information.	viously scheduled	
	A. RETAIN record copy.  J. DISPOSE other copies after 4 years, sooner if not needed.		
8	PACKER CASE FILES	NN-164-13	3
	Packer files contain material on jurisdiction, trade practice, scales and annual reports. Scale test reports and annual reports disposition are covered by items 2(b) and 3(c).	rtem o	
	DISPOSE remaining case file material after packer has been inactive for two years.		
9	POULTRY CASE FILES	NN-164-13	3
	Poultry files contain material on jurisdiction, trade practice, scales and annual reports. Scale test reports and annual reports disposition are covered by items 2(b) and 3(d).	rtem o	
	DISPOSE remaining material after licensee has been inactive for two years; immediately upon death of licensee.		
10	REGISTRANT CASE FILES	NN-164-13	3
	a. Dealers	I cem	
	Dealer files contain material on jurisdiction, trade practice, bonds, scales registration, and annual reports. Scale test reports and annual reports disposition are covered by items 2(b) and 3(a).		
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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
	DISPOSE remaining material upon cancellation of registration or death of registrant; or after registrant has remained inactive for two years.  b. Market Agencies		
	Market agency files contain material on jurisdiction, registration, trade practice, bonds, scales and annual reports. Disposition of scale test reports and annual reports is covered by items 2(b) and 3(b).		
	DISPOSE remaining material upon cancellation of registration or after registrant has remained inactive for two years.		
11	STOCKYARD CASE FILES	NN-164-13 item 9	3
	a. Auction Markets	10em 9	
	Auction market files contain material regarding jurisdiction, registration, trade practice, bonds, services and facilities, tariffs, scales and annual reports. Disposition of scale test reports and annual reports are covered by items 2(b) and 3(e).		
	DISPOSE remaining material upon cancellation of registration or after registrant has remained inactive for two years, except DISPOSE stockyard posting information 1 year after deposting.		
	b. Terminal Stockyards		
	Terminal stockyard files contain material on jurisdiction, trade practice, scales, rates, services, facilities and annual reports. Disposition of scale test reports and annual reports is covered by items 2(b) and 3 (e).		
	DISPOSE remaining material 4 years after stockyard deposted.		
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