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| REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse) | | LEAVE BLANK (NARA use only) | |
| TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408 | | JOB NUMBER | N1-145-97-1 |
| 1 FROM (Agency or establishment) Department of Agriculture | | DATE RECEIVED | 11-14-96 |
| 2 MAJOR SUBDIVISION Farm Services Agency | | NOTIFICATION TO AGENCY | |
| 3 MINOR SUBDIVISION Washington and Field Offices | | In accordance with the provisions of 44 U S C 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10 | |
| 4 NAME OF PERSON WITH WHOM TO CONFER | 5 TELEPHONE | DATE | ARCHIVIST OF THE UNITED STATES |
| Clarice A. Crumb | (202) 690-1560 | | |

6 AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached ___ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

| | | |
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| DATE | SIGNATURE OF AGENCY REPRESENTATIVE | TITLE |
| 10/24/96 | Clarice A. Crumb | Agency Records Officer |

| 7 ITEM NO | 8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9 GRS OR SUPERSEDED JOB CITATION | 10 ACTION TAKEN (NARA USE ONLY) |
|-----------------|--|--|---------------------------------------|
| 1. | DIRECTIVES a. One printed copy of approved directives and related amendments. Handbooks and related amendments are arranged by numeric-subject designation. Notices are arranged by subject-numeric designation. Total accumulation: 90 cubic feet. Annual accumulation: 6 cubic feet. DISPOSITION: Washington, DC and Kansas City offices - <u>Permanent</u> . Retire to Federal Records Center 5 years after Directive is superseded or obsolete. Transfer to the National Archives 25 years later. b. One printed copy of approved Directives that are distributed to state and county offices for program implementation. DISPOSITION: <u>Temporary</u> . Destroy 5 years after superseded or obsolete. | N1-145-95-1 | |