

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

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

JOB NO

N1-164-86-2

DATE RECEIVED

10-3-86

1. FROM (Agency or establishment)

NOTIFICATION TO AGENCY

Department of Agriculture

2 MAJOR SUBDIVISION

Science and Education

3 MINOR SUBDIVISION

Cooperative State Research Service (CSRS)

4 NAME OF PERSON WITH WHOM TO CONFER

5 TELEPHONE EXT.

DATE

Dr. Clare Harris

447-7441

IN ACCORDANCE WITH THE PROVISIONS OF 44 USC 3303a THE DISPOSAL REQUEST, INCLUDING AMENDMENTS, IS APPROVED EXCEPT FOR ITEMS THAT MAY BE MARKED "DISPOSITION NOT APPROVED" OR "WITHDRAWN" IN COLUMN 10. IF NO RECORDS ARE PROPOSED FOR DISPOSAL, THE SIGNATURE OF THE ARCHIVIST IS NOT REQUIRED.
SIGNATURE OF THE ARCHIVIST IS NOT REQUIRED FOR APPROVAL OF PERMANENT RETENTION OF RECORDS

11-18-86

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, and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

| B DATE | C SIGNATURE OF AGENCY REPRESENTATIVE | D TITLE |
|---------|--------------------------------------|----------------------------|
| 10/2/86 | <i>Edward V. Pappert</i> | Records Management Officer |

| 7 ITEM NO | 8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) | 9 GRS OR SUPERSEDED JOB CITATION | 10 ACTION TAKEN (INARS USE ONLY) |
|-----------|--|----------------------------------|----------------------------------|
| 1. | <p>Minutes of Meetings of the Committee of Nine</p> <p>The Committee of Nine reviews regional projects submitted for consideration by the Regional Directors of State Experiment Stations. The Committee offers suggestions and/or develops revisions to the projects which are returned to the directors and project administrative advisors. There is approximately one cubic foot of records dating from 1947 to the present (6 inches of records from 1947-75; 6 inches from 1976-present).</p> <p>DISPOSITION: Permanent. Offer to the National Archives in 10-year blocks when the most recent records are ten years old (eg. offer records through 1975 immediately; offer records from 1976-1985 in 1995).</p> | | |

*Copy sent to Agency,
NMF 10-25-86, ewh*

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

JOB NO

N1-161-86-2

PAGE

2 OF 2

| 7. ITEM NO | 8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i> | 9 GRS OR SUPERSEDED JOB CITATION | 10 ACTION TAKEN <i>(NARS USE ONLY)</i> |
|------------------|---|---|--|
| 2. | <p>Minutes of Meetings of the Experiment Station Committee on Operations and Policy (ESCOP)</p> <p>Voting members of ESCOP are representatives from the colleges and universities comprising the National Association of State Universities and Land Grant Colleges. The Administrator of CSRS is an ex-officio member of the Committee. ESCOP establishes priorities for land grant programs and proposes a budget for CSRS, the agency administering Federal grants to experiment stations and colleges. There are approximately one and one-half cubic feet of records dating from 1970 to the present.</p> <p>DISPOSITION: Permanent. Offer to the National Archives in 10-year blocks when the most recent records are ten years old (eg. offer records from 1970-80 in 1990).</p> | | |