REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions for reverse)

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

1 FROM (Agency or establishment)
U.S. Department of Agriculture

2 MAJOR SUBDIVISION
Foreign Agricultural Service

3 MINOR SUBDIVISION
Management Services Division

4 NAME OF PERSON WITH WHOM TO CONFER
Robert W. Johnson

5 TELEPHONE EXT.
475-3712

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 1 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 ☑ has been requested

B DATE
11-12-85

C SIGNATURE OF AGENCY REPRESENTATIVE

D TITLE
Assistant Administrator, Management

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)</th>
<th>9 GRS OR SUPERSEDED JOB CITATION</th>
<th>10 ACTION TAKEN (NARS USE ONLY)</th>
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<tr>
<td>1</td>
<td>COMPLIANCE REVIEW CASE FILES</td>
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<td>Case files of internal compliance reviews of Agency programs, operations, procedures; and of external compliance reviews of Foreign Market Development Program Cooperators and others participating in Agency programs and operations. The records consist of the official record copy of the review report, related work papers; and supporting documentation, including correspondence, memoranda and exhibits. Authorized Disposition. Cut off file at end of Fiscal Year after close of case. Destroy eight years after cutoff.</td>
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