

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on page 2.)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-310-094	DATE RECEIVED 5/18/09
1 FROM (Agency or establishment) United States Department of Agriculture		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Agricultural Research Service		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3 MINOR SUBDIVISION		DATE 8/14/09 for ARCHIVIST OF THE UNITED STATES Michael G. King	
4 NAME OF PERSON WITH WHOM TO CONFER Tanya Zastrow, U.S. Arboretum	5 TELEPHONE 202-245-4563		

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

DATE 05/07/09	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	TITLE USDA REE Record Officer
------------------	--	----------------------------------

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1. 074q	Individual volunteer files. Include application, record of hours worked, and other records pertaining to the volunteer service. Disposition: Cutoff when volunteer departs. Destroy - when 4 years old.	[REDACTED]	