

RG 310
1/14/74

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED MAY 7 1974	JOB NO N-C 174-225
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10	
5-9-74 <i>James B. Rhoads</i> (Date) Archivist of the United States	

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
AGRICULTURAL RESEARCH SERVICE

3. MINOR SUBDIVISION
GENERAL SERVICES DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
June T. Green

5. TEL EXT
436-8215

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

5/1/74
Date

Thomas P. Quigley
(Signature of Agency Representative)

Records Officer
(Title)

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1.	<p>Engineering drawings relating to buildings located in Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming. The drawings date from 1929 to 1972 and total approximately five cubic feet in volume. They have been appraised (NN-373-46) as lacking in archival value; however, they do have long-term administrative value for managing the buildings to which they relate.</p> <p>For reasons of convenience, these drawings have been microfilmed, and the microfilm is now in use in the Western Regional Office. However, because of the size and age of some of the drawings, the microfilm copy may not always be an adequate substitute for the originals. Consequently, the destruction of the original drawings cannot be authorized at this time.</p> <p>DISPOSITION: Transfer to the Washington National Records Center. Hold there for 5 years. At the end of that period review for disposal.</p>		

Work
2077

REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS
(See Instructions on Reverse)

RG 310
1 item

TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408

1 FROM (AGENCY OR ESTABLISHMENT)
U. S. Department of Agriculture

2 MAJOR SUBDIVISION
Agricultural Research Service

3 MINOR SUBDIVISION
General Services Division

4 NAME OF PERSON WITH WHOM TO CONFER
June T. Green

5 TEL. EXT
436-8215

6 CERTIFICATE OF AGENCY REPRESENTATIVE

LEAVE BLANK

RECEIVED
MAR 29 1974

JOB NO
NC 174-191

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303e the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

Wildman
26th April 1974

Date Archivist of the United States

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 _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

3/26/74 (Date) *Thomas P. Pugley* (Signature of Agency Representative) Records Officer (Title)

7 ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1	<p>Engineering drawings for the states of Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming. There are approximately five cubic feet of these drawings, dating from 1929 to 1972.</p> <p>The drawings have been microfilmed (roll and aperture card). The Western Regional Office in Berkeley, California, has two sets of the microfilmed drawings and they feel this is quite adequate for their needs. The records, therefore, are of no further value to ARS. Approval for immediate disposal is requested.</p>		