


<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER N1-462-10- 2	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 1/5/10	
1 FROM (Agency or establishment) U S Department of Agriculture		NOTIFICATION TO AGENCY  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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION Food and Nutrition Service			
3 MINOR SUBDIVISION Information Management Branch			
4. NAME OF PERSON WITH WHOM TO CONFER Michael P. Short	5 TELEPHONE NUMBER (703) 605-0796	DATE 7.23.2010	ARCHIVIST OF THE STATES <del>WITHDRAWN</del>
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 ___0___ page(s) are not needed now for the business for 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,  <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE 17 Dec 09	SIGNATURE OF AGENCY REPRESENTATIVE 		TITLE Agency Records Program Manager
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	<p>This request is to rescind the disposition established on SF 115, Job No <u>NC1-462-79-2</u>, Item 66a , Forms Files The 10 year disposition established by this SF 115 no longer meets the needs of the agency and doubles the disposition for this type of record in the General Records Schedule (GRS16, Item 3 a ) This schedule authorizes the disposition of the record copy in any media (media neutral) Request the instruction be changed as follows</p> <p><b>Forms Files</b></p> <p>a One record copy of each form created by an agency with related instructions and documentation showing inception, scope, and purpose of the form</p> <p>Destroy 3 years after related form is discontinued, superseded or obsolete</p> <p>b Working papers, background materials, requisitions, specifications, processing data, and control records</p> <p>Destroy when related form is discontinued, superseded or obsolete</p>	NC1-462-79-2  <del>WITHDRAWN</del> 7.23.2010	