

**REQUEST AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

M & NCO 260 J 79 44

LEAVE BLANK	
DATE RECEIVED 10-26-79	JOB NO. NCl-462-80-2
DATE APPROVED	

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3305a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

11-26-79 *James P. O'Neill*
Date *(Archivist of the United States)*

(Date) *Acting* Archivist's Representative.

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

1. FROM (AGENCY OR ESTABLISHMENT)
United States Department of Agriculture
2. MAJOR SUBDIVISION
Food and Nutrition Service
3. MINOR SUBDIVISION
Headquarter, Regions and Field Offices
4. NAME OF PERSON WITH WHOM TO CONFER
Thomas H. Holmes
5. TEL. EXT.
447-8278
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 described on this Request of one page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

10-24-79 *Thomas H. Holmes* *Records Management Officer*
(Date) (Signature of Agency Representative) (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
71.	<p><u>Correspondence on Regulations.</u></p> <p>Arranged numerically. Public comments on regulations. These comments are considered before the final regulations are issued and become part of the background for the final regulations. These comments are summarized and indexed for later reference. Washington Office: Transfer to FARC when ⁵ years old. Destroy when 20 ¹⁵ years old.</p>		
72.	<p><u>Administrative Analysis Review Reports.</u></p> <p>Arranged Alphabetically by State. Reports prepared by Regional Offices on State agencies on the handling of the Food Distribution Program. A. Washington Office: Transfer to FARC when 2 years old. Destroy when 5 years old. <i>Permanent.</i> <i>Cut off every 5 years and transfer to FRC. Offer to NARS when 10 years old.</i> B. Regional Office: Destroy after 2 years old.</p> <p>Request approval to include the above items in Records Disposition Authority NCl-462-79-2 dated July 10, 1979</p> <p><i>Changes agreed to 11-20-79 JH M.G.</i></p>		<i>1/2 ft per yr.</i>

Copy to NAB, NUP, GAO, RRS, J. 2, 11-28-79