

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

nc 0 4 Jan 81

LEAVE BLANK		
DATE RECEIVED June 4, 1981	JOB NO.	
DATE APPROVED	NC1-462-81-1	
CONGRESSIONAL AUTHORIZATION		
HOUSE REPORT NO.	CONGRESS	DATE
	SESSION	
NOTIFICATION TO AGENCY		
Congress has authorized disposal of the item(s) proposed for disposal unless otherwise noted in Column 10.		
<i>11-9-81</i> (Date)	<i>[Signature]</i> Archivist's Representative.	

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

1. FROM (AGENCY OR ESTABLISHMENT)

Department of Agriculture

2. MAJOR SUBDIVISION

Food and Nutrition Service

3. MINOR SUBDIVISION

Headquarters, Region and Field Offices

4. NAME OF PERSON WITH WHOM TO CONFER

Thomas H. Holmes/Marva W. Frazier

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

3/4/81

(Date)

[Signature]
Joseph M. Sorrento
(Signature of Agency Representative)

[Signature]
Acting FNS Records Mgmt 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><u>Scope Reports</u> <i>arranged alphabetically</i> Arranged by States and Regional Offices.</p> <p>Prepared by the Child Care and Summer Programs Division. Data obtained on Summer Program sponsors. Includes information on number of sites (camps, schools and vented sites), daily attendance, number and types of meals served.</p> <p>PERMANENT.</p> <p>a. Washington office: Transfer to FRAC when 3 years old. <i>offer to NARS</i> Destroy when 10 years old <i>in 10 year blocks. SC 11-2-81</i></p> <p>b. All other offices: Destroy when 5 years old.</p>		1.6 cu. ft/yr.
2.	<p>Summary Scope Report for Childcare Summer Programs</p> <p>Arranged chronologically.</p> <p>Annually summarized data of the summer food service program by region, state, number of sites, meals, average daily attendance, and type of sponsor--school, church, residential, non-residential, government, and others.</p> <p>Permanent. Offer to NARS when 10 years old <i>in 10 year blocks.</i></p>		3 1/2" / yr.

Mass data change sheet not necessary

Closed Out: 11-23-81: (K.T.)

Copy to Agency, All FCC's, NNB, NNF & NNR