

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

LEAVE BLANK	
JOB NO.	
NCI-462-84-1	
DATE RECEIVED 1/4/84	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
2-29-84 Date	<i>Robert W. ...</i> Archivist of the United States

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

- FROM (AGENCY OR ESTABLISHMENT)  
Department of Agriculture
- MAJOR SUBDIVISION  
Food and Nutrition Service
- MINOR SUBDIVISION  
Headquarters, Region and Field Offices
- NAME OF PERSON WITH WHOM TO CONFER  
Thomas H. Holmes
- TEL. EXT.  
756-3234
- 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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

12/9/83 (Date) *Joseph M. Cordato* (Signature of Agency Representative) *Acting, Records Management Officer* (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	Revisions to Schedule No. NC 1-462-79-2		
<del>18</del> 1	<u>Administrative Review Case Files.</u> b. Regional offices: Transfer record copy to FARC 3 years after case is closed. Destroy 6 years after case is closed.	NCI-462-79-2, stems 18b	
<del>19</del> 2	<u>Judicial Review Case Files.</u> <i>Copy</i> b. Regional offices: Transfer record to FARC 3 years after case is closed. Destroy 6 years after case is closed.	new	
<del>45</del> 3	<u>Retailer - Wholesaler Investigative Case File.</u> a. a. Regional offices: Transfer record copy to FARC 3 years after the case is closed. Destroy 7 years after the case is closed. b. Field offices: Transfer record copy to FARC 3 years after the case is closed. Destroy 7 years after the case is closed.	NCI-462-79-2, dt. 45a(2) new	45a(2) ✓
<del>46</del> 4	<u>Retailer - Wholesaler Correspondence File.</u> a. Destroy when 3 years old. b. Field Offices: <del>Transfer record copy to FARC</del> <i>Destroy</i> when 3 years old.	NCI-462-79-2, dt. 46b new	RTB MF 2/27/84

Copy to agency, 3/2/84, by RTB  
to ~~RTB~~, all FRC's except 6KP- 3/6/84 - sent 3-13-84 by DMW  
MDC sheet attached to FRC copy

*Titans*

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
5	Revisions to Schedule No. NCI-462-80-5  <u>Regulations</u> <del>(a)</del> Official record copy, Washington office: Transfer to FARC when 5 years old. Destroy when 15 years old, <del>or when superseded.</del>	NCI-462- 80-5, St. 1a	RTB MF 2/27/51