

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

*21 Jun 82*

TO **GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

**USDA**

2. MAJOR SUBDIVISION

**APHIS**

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

**A. Cheadle, Records Officer**

5. TEL EXT

**436-8520**

LEAVE BLANK

JOB NO

**NC1-463-82-1**

DATE RECEIVED

**June 22, 1982**

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the disposal request including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

*8-17-82*

Date

*[Signature]*  
Archivist of the United States

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

**A** Request for immediate disposal.

**B** Request for disposal after a specified period of time or request for permanent retention.

D. SIGNATURE OF AGENCY REPRESENTATIVE

*5/26/82 Audrey Cheadle*

E. TITLE

*Records Officer*

8. DESCRIPTION OF ITEM  
(With Inclusive Dates or Retention Periods)

Program Investigations and Violations (PIV):  
Reschedule file category retention as shown on the attached proposed sheet. In addition, these files are being microfilmed. The new retention periods reflect disposition of paper copy after satisfactory micro-filming. Also attached is a copy of the current category and retention periods for comparison.

Certification:

This certifies that the records described on this form will be microfilmed in accordance with the standards set forth in 41 CFR 101-11.506.

9. SAMPLE OR JOB NO

10. ACTION TAKEN

*Checked out: 8/19/82  
Copies to agency, NAF, & AN FRC's (except 3KD+5KPS)*

*Note: all pen-and-ink changes were approved per telecon between R. Butler & A. Cheadle 6/22/82*

*10 items*

*to agency, 8/19/82, by RTB  
to NAF & to all FRC's except 3KD+5KPS - 8/20/82*

*MDC Sheet Not Required*

SUBJECT	TYPE OF MATERIAL TO BE FILED	RETENTION	
		OFFICE OF PRIMARY RESPONSIBILITY	ALL OTHER OFFICES
PIV 11-2 Horse Protection	General correspondence (SAME)	<i>all items are from NC1-316-77-2 -</i> (Item 923a) (SAME)	(Item 923b) (SAME)
	Reports of alleged violations from the field which upon review at Headquarters and/or OGC disclose insufficient or no evidence of a violation.	(Item 924a) Destroy 1 year after case is closed.	(Item 924b) Destroy upon notification from Headquarters that case is closed.
PIV 11-3 28-Hour Law	General material (SAME)	(Item 925a) (SAME)	(Item 925b) (SAME)
PIV 11-4 Violations	Case file material (SAME)		
	Precedent-setting cases including court cases.	<sup>927a</sup> (Item <del>926a</del> ) ① <i>If not filmed:</i> Destroy 7 years after case is closed. [OGC will retain <sup>its copy</sup> and offer to NARS 25 years after case is closed, in accordance with NC1-16-78-4, Item 1a] ← (Item <sup>927c</sup> <del>926c</del> ) Microfilm copy - Destroy 7 years after case is closed. ② <i>If microfilmed,</i> destroy original paper copy after microfilm has been reviewed and found satisfactory.	<sup>927b</sup> (Item <del>926b</del> ) Destroy 2 years after case is closed.
	Routine cases.	① <i>If not filmed:</i> (Item 928a) Destroy 5 years after case is closed. ← (Item 928c) Microfilm copy - Destroy 5 years after case is closed. ② <i>If filmed:</i> Destroy original paper documents after the microfilmed copy has been reviewed and found satisfactory.	(Item 928b) Destroy 2 years after case is closed.