

# REQUEST TO TRANSFER, APPROVAL, AND RECEIPT OF RECORDS TO NATIONAL ARCHIVES OF THE UNITED STATES

(See Instructions on reverse)

LEAVE BLANK

RG

UNIT

DATE RECEIVED

UNIT

DATE RECEIVED

JOB NUMBER

JOB NUMBER

1 TYPE OF ACTION

2 TO

3 UNIT THAT CREATED THE RECORDS

☐ A. OFFER OF  
UNSCHE-  
DULED  
RECORDS

☐ A. RECORDS DISPOSITION DIVISION  
MAILING ADDRESS  
GENERAL SERVICES ADMINISTRATION (NCD)  
WASHINGTON, DC 20408

A AGENCY OR ESTABLISHMENT

DEPARTMENT OF AGRICULTURE

B MAJOR SUBDIVISION

☒ B. TRANSFER  
OF  
SCHEDULED  
RECORDS

☒ B. NATIONAL ARCHIVES  
MAILING ADDRESS  
GENERAL SERVICES ADMINISTRATION (NNB)  
WASHINGTON, DC 20408

C. MINOR SUBDIVISION

☐ C. REGIONAL ARCHIVES  
FEDERAL ARCHIVES AND RECORD CENTER  
GENERAL SERVICES ADMINISTRATION

D NAME OF UNIT

E NAME OF PERSON WITH WHOM TO CONFER ABOUT THE  
CONTENT OF THE RECORDS

Chris Goettlemann

F. TELEPHONE (In-  
clude area code)

301-344-3815

4 CURRENT  
LOCATION OF  
RECORDS

☐ A. AGENCY SPACE (Give location)

☒ B. FEDERAL RECORDS CENTER (Identify center and FRC accession no. and enter location)

NPRC (CPR), 146-68-2131, GU 76504-539

C REQUESTED  
TRANSFER  
DATE

Immediately

## 5. RECORDS DATA

A DESCRIPTION OF RECORDS (Give overall title of records, individual documents, dates, and attach Standard Form 135, if records are now in FRC.  
Continue on separate sheet of paper, if necessary)

☒ SF 135 ATTACHED

Original transfer paperwork unavailable. Information on attached SF-135  
extracted from the accession. See attachment of additional information.

☐ SEPARATE SHEET(S)  
ATTACHED

B EST VOLUME

cu ft cu mtr

35

C. ARE RECORDS SUBJECT TO PRIVACY ACT? (If yes,  
cite agency system number and F.R. volume and page  
number for most recent notice and attach a copy)

No

D. SPECIFIC RESTRICTIONS TO BE IMPOSED (Include justification and  
and cite statute or FOI exemption that authorizes such restrictions)

No

E. RECORDS CONTROL SCHEDULE/ITEM NO. OR  
APPRAISAL JOB NO.

GRS 1/1A

F AGENCY REMARKS

## 6 STATEMENT OF AGENCY REPRESENTATIVE

The records described above and on the attached pages are hereby offered for deposit with the National Archives of the United States in accordance with 44 U.S.C. 2103. It is agreed that these records will be administered in accordance with the provisions of 44 U.S.C. Chapter 21, 41 C.F.R. 101-11.411, 41 C.F.R. 105-61, and such other rules or regulations as may be prescribed by the Administrator of General Services or the Archivist of the United States. Unless specified and justified above, there are no restrictions on the use of these records other than the general and specific record group restrictions on the use of records in the National Archives of the United States that have been published in 41 C.F.R. 105-61.53 or in the Guide to the National Archives of the United States. The Archivist of the United States may destroy, donate, or otherwise dispose of any containers, duplicate records, unused forms, blank stationery, nonarchival printed or processed material, or other nonrecord material in any manner authorized by law or regulation without further consent of this agency. I certify that any restrictions specified by this agency on the use of these records are in conformance with the requirements of 5 U.S.C. 552 and that I am authorized by the head of this agency to act for the agency on matters pertaining to the disposition of agency records.

A SIGNATURE OF AGENCY  
REPRESENTATIVE

B TITLE

C MAILING ADDRESS

D. DATE

## 7 ACTION TAKEN BY NATIONAL ARCHIVES AND RECORDS SERVICE, GENERAL SERVICES ADMINISTRATION

A ACTION

B NARS CONCURRENCES

C FOR NARS USE  
ONLY

☐ APPROVED

☒ DISAPPROVED

INITIALS

UNIT

DATE

INITIALS

UNIT

DATE

D. NARS REMARKS REGARDING DISPOSITION/SHIPPING

NARA has determined that these records do not have sufficient value to warrant preservation in the National Archives. The records are disposable under the authority of NC-64-75-1.

E. SIGNATURE OF NARS AUTHORIZED REPRESENTATIVE

F TITLE

G. DATE

8. RECORDS  
RECEIVED NARS  
DEPOSITORY

A. DATE

B SIGNATURE

C TITLE

# RECORDS TRANSMITTAL AND RECEIPT

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

PAGE 1 OF PAGES

1. TO (Complete the address for the appropriate records center serving your area)

Federal Archives and Records Center  
General Services Administration  
National Personnel Records Center (CPR)  
As shown in FPMR 101-11.110-1 111 Winnebago St., St. Louis, MO 63118

2. AGENCY TRANSFER AUTHORIZATION TRANSFERRING AGENCY OFFICIAL (Signature and title) DATE

3. AGENCY CONTACT TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)

4. RECORDS CENTER RECEIPT RECORDS RECEIVED BY (Signature and title) DATE

5. FROM (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)

Bureau of Animal Industry  
Washington, D.C.

Fold line

## RECORDS DATA

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER			
RQ	FY	NUMBER							LOCATION	SHELF	CONT	AUTO
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
146	68	2131	36		Official Personnel Folders Personnel Separated between 1891-1919	W	GRS/1/1A	1/76	GU 076504	S	A	Y
				1/36	A-BAI							
				2/36	BAK-BLAK							
				3/36	BLAN-BROWN, G.							
				4/36	BROWN, H-BU							
				5/36	CA-CH							
				6/36	CL-CONL							
				7/36	CONN-CUNNIF							
				8/36	CUNNIN-DE							
				9/36	DI-EC							
				10/36	ED-FES							
				11/36	FET-FU							
				12/36	GA-GOO							
				13/36	GOR-HARP							
				14/36	HARR-HIG							
				15/36	HIL-HUF							
				16/36	HUG-JOHNSON, R.							
				17/36	JOHNSON, T.-KENN							
				18/36	KENY-LA							
				19/36	LE-LY				GU 076522			

**RECORDS TRANSMITTAL  
AND RECEIPT  
(Continuation)**

This form is to continue listing of Records Data when space on SF 135 is not adequate. Instructions for completion of SF 135 apply.

TRANSFERRING AGENCY'S NAME

Bureau of Animal Industry  
Washington, D.C.3

DATE

PAGE 2 OF 2

PAGES

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER			
RQ	FY	NUMBER							LOCATION	SHELF PLAN	CONT. TYPE	AUTO. DISP.
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
146	68	2131	36	20/36	McA-McLE	W	GRS/1/1A	1/76	GU 076523	S	A	Y
				21/36	McM-MA							
				22/36	ME-MORE							
				23/36	MORG-MY							
				24/36	N-Ø							
				25/36	PA-PHE							
				26/36	PHI-RA							
				27/36	RE-ROBE							
				28/36	ROBI-SCHA							
				29/36	SCHE-SIH							
				30/36	SIL-SOR							
				31/36	SOU-STUC							
				32/36	STUL-THR							
				33/36	THU-VE							
				34/36	VI-WELLN							
				35/36	WELLS-WILLIAMS, M.				GU 076535			
				36/36	Unlocated							

Attachment: Item 5A

*JW*  
*1/29/87*

Official Personnel Folders for individuals separated from the Bureau of Animal Industry between 1891 and 1919. The records are arranged in alphabetical order by last name. The folders cover a variety of positions from many different states. The original retiring agency is unknown, but they may have come from a Washington, D.C. office due to the variety of states involved.

Folders consist of endorsements, assignments, re-assignments and routine paperwork and correspondence associated with Federal employment. The records of the veterinary inspectors and meat inspectors would provide the best representation of agency personnel records. These positions were usually occupied for longer periods of time, and the records contain well documented work histories. These records may also contain other information such as court transcripts and letters to breeders involved in the cattle tick eradication program. Should the entire collection be deemed ineligible for permanent retention, I would recommend retaining the following folders:

Brown, Fred Herbert, photographer, Box 3/36, served 10-25-10 to 12-31-11.  
OPF contains assignments to photograph breeding experiments in Colorado and Wyoming. This the only record of a photographer in the entire collection.

Cracroft, T. Byron, veterinary inspector, Box 7/36, served 7-10-98 to 2-7-09.  
OPF contains letters to various breeders involved in the cattle tick eradication program.

Curry, N.N., Chief Inspector, NJ, Box 8/36, appointed 3-10-88.  
OPF contains endorsements only.

Lee, Daniel D., Chief Inspector, Boston, MA, Box 19/36 served 5-93 to 2-28-98.

McCunningham, Don, Live Stock Inspector, Box 20/36 served 6-93 to 5-15-09.  
OPF contains transcripts of Kansas court cases involving the movement of cattle with Southern Cattle Fever, and the bringing of infected cattle into the state.

Records may have been reviewed prior to retirement, as chargeout cards indicate that 5 folders are retained in the National Archives. These OPF's were transferred to the Natural Resources Records Branch, Agricultural Section in March, 1952, and consist of the following:

Box 1: Henry E. Alvord-Chief, Dairy Division  
Appt. 7-1-95  
Died 1-1-04

Box 12: Andrew Geddes-Not shown  
Appt. 9-1-03  
Sep.- Not Shown

2.

Box 18: Fred Lucius Kilborne-Not shown  
Appt. 7-29-85  
Dis. 6-30-94

Box 24: Frank C. Nesbit-Stock Examiner  
Appt. 1-16-94  
Died 4-21-94

Box 28: Daniel Elmer Salmon  
Appt. 3-31-84  
Resign 9-30-05  
Died 8-30-14