

REQUEST FOR RECORD DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NC1-95-84-9	
DATE RECEIVED 05-23-84	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
5-25-84 <i>Date</i>	<i>John W. Warner</i> <i>Archivist of the United States</i>

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

1 FROM (AGENCY OR ESTABLISHMENT)
US Department of Agriculture

2 MAJOR SUBDIVISION
Forest Service

3 MINOR SUBDIVISION
Engineering

4 NAME OF PERSON WITH WHOM TO CONFER
Norina G. Mosby

5 TEL EXT
382-9897

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 2 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

C DATE	D SIGNATURE OF AGENCY REPRESENTATIVE	E TITLE	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
5/16/84 2705	Mary H. Davis <i>M. H. Davis</i>	Records Management Officer	This schedule revises disposal instructions approved under NC1-95-80-1, items 64, 65, and 66. Currently the Regional Offices have authority to microfilm the records and destroy the originals when the microfilm is found satisfactory. Forest Service wants to extend this authority to the Supervisor's Office xx levels in the organization.	NC1-95-80-1	
			1 7150-1 Surveys (Project folders by Forest, file by type of survey; that is Forest Service, BLM, private, and other.) NOTE: <u>Regional Office or Supervisor's Office</u> : See Note 3 at end of series.	#64	
			2 7150-2 Remonumentation (By type, such as Forest Service, BLM, private, and other.) NOTE: <u>Regional Office or Supervisor's Office</u> : See Note 3 at end of series.	#65	
			3 7150-3 Reports NOTE: <u>Regional Office or Supervisor's Office</u> : See Note 3 at end of series.	#66	
			NOTE 3 a. <u>Regional Office or Supervisor's Office</u> : Surveying records shall be maintained until no		3 items

Request for Records Disposition Authority – Continuation

JOB NO

PAGE OF

7. ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>longer needed for administrative use. Regions should work with each State to determine the legal status of microform records. Where microform records are acceptable as legal evidence and/or original data are on file with a State or local government unit, the record should be microfilmed in accordance with the provisions of FPMR 101-11.5 and the original destroyed after the microfilmed copies have been reviewed and found satisfactory. Destroy microfilm copy with when no longer needed for administrative or legal use.</p>		