NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NN-174-000069

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 10/16/2023

ACTIVE ITEMS

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

Items 1 and 2 remain active, although they may have been superseded by NC1-136-79-001 / 100 (it is unclear).

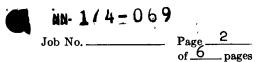
SUPERSEDED AND OBSOLETE ITEMS

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

All other items were superseded by NC1-136-79-001 and NC1-136-79-002.

, s	REQUEST AUTHORITY TO DISPOSE OF RECORDS (See Instructions on Reverse)		AVE BLANK , JOB NO JOB NO	<u>136</u> 4-00
	L SERVICES ADMINISTRATION, ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408	10/18/1 NOTIFIC		
1. FROM (AGEN Packers 8 2. major sube	ICY OR ESTABLISHMENT) U.S. Dept. of Agriculture <u>Stockyards Administration</u> Division Ffice of Management Services, Paperwork Mgmt.	In accordance with the pr posal request, including items thot may be stompe drawn" in column 10.	amendments, is app	roved except for
Robert G.	Prescott 76659 75442 OF AGENCY REPRESENTATIVE:	1 <u>1-23-73</u> Date	Archivist of the Un	Lon Ju ised States
$\frac{1 \text{ hereby certify poge}}{\left(D \right) \left(\mathcal{U} \right) \left(\mathcal{U} \right) \right)}$	y that I am authorized to act for this agency in matters pertoining to the disposal of the agency (s) are not now needed for the business of this agency or will not be needed after the retention	ief, Records 8	J.	BB-
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)		9. Sample Or JOB NO.	10. ACTION TAKEN
1.	ADMINISTRATIVE RECORDS			
	a. Records pertaining to the Administrative Washington, DC. Basic 4 year disposal authority. For de		,	
	OMS Manual, Chapter 2140, EXHIBIT B.	Latts see		
	b. Records in the OMS divisions pertaining not authorized for disposal by this schedule carrying out the disposition of their own re divisions shall apply applicable retention p the General Records Schedules, as amended by Department.	. In cords, OMS eriods of		
	c. Records maintained in field offices rela travel, procurement, personnel, duplicating,			
	Basic 4 year disposal authority. For de OMS Manual, Chapter 2130, EXHIBIT C.	tails see		
2.	AGENCY PROGRAM ADMINISTRATION		NN-164-133 item 1	ł
n	a. Correspondence and other records essenti ment the formulation and revision of program policies, procedures, and regulations; inclu cooperation and agency management.	legislation, ding	(a&b) & 2 (a&b)	
p2.	(1) <u>RETAIN record copy</u> DISPOSE other copie 4 years.	s after	2/ iten	5 FORM 115
			Revised Nove Prescribed by Administration	mber 1970 General Services

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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 TAKI
	b. Correspondence and operating records which are not of long retention value, such as scale test reports, forms, routine memoranda, and letters, etc., which are created or accumulated as a result of administering the Packers and Stockyards Act.	NN-164-13 item 1(c) 2(c) & 12	3
	DISPOSE after 4 years.		
3.	ANNUAL REPORTS - These contain information on financial status, transactions, and other operating data; also includes custodial account reports.		
	a. Dealers	NN-164-13 item 10(c	
	DISPOSE record copy after 4 years, other copies after 1 year.		
	 Market Agencies DISPOSE record copy after 6 years, other copies after 1 year. 	NN-164-13 item 10(b	
	c. Packers	NN-164-13 item 10(a	
R	 () RETAIN record copy for "Big Ten" packers. (2) Microfilm and DISPOSE record copy of other packer reports after 5 years, other copies after 1 year. 		,
	d. Poultry Licensees	NN-164-13 item 10(d	
	DISPOSE record copy after 4 years, other copies after 1 year.		
	e. Stockyards (Auctions Markets & Terminal Stockyards) Destroy RETAIN record copy until 4 years after stockyard deposted, other copies after 1 year. Y Then dispesses Parkin, and, 2 now >3	NN-164-13 item 10(e	
4.	CASES - CIVIL AND CRIMINAL	NN-164-13 item 3	3
	Civil and Criminal court actions brought by the Department of Justice and tried in Federal Courts. These involve:	тоет Э	
	1) failure to comply with registration and bonding requirements of the P&S Act.		

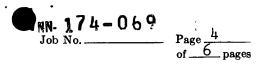
Étabanda made per auThorization of Robert Prescott CSR 11/5/27



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REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS-Continuation Sheet

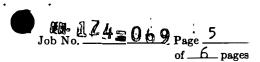
7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. Action taken
	2) failure to comply with annual report requirement of the Act.		
	3) failure to obey an order of the Secretary of Agriculture.		
	4) failure to attend and testify or answer any lawful inquiry, or produce records or evidence in obedience to a subpoena.		
	5) falsification of records.		
	6) falsification of weights.		
	The contents of the files when the cases are closed include record material such as:		
	1) sworn statements.		
	2) copies of documents used as evidence.		
	3) correspondence between the Department of Agricultur Department of Justice and United States Attorneys.	е,	
	4) complaints and answers to complaints.		
	5) briefs.		
	6) court orders.		
	7) judgements.		
	8) other papers pertaining to the court actions and appeals to such court actions.		
	DISPOSE record copy 10 years after close of court action, other copies as soon as court action closed.		
5.	COMPLAINTS AND INVESTIGATIONS	NN-164-13	
	Audit, complaint and investigation files containing material used in determining violations of the Act and Regulations. These include work papers, audit reports, correspondence, and investigation reports.	material not pre- viously scheduled	
	DISPOSE all copies of material l year after case is closed or court action completed.		



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
	(NOTE: Record copy of investigation reports are transmitted to Washington and disposed there when case closed, except where determined to be of future reference value. Trade practice correspondence, moving papers and decisions and orders are to be kept in the Trade Practice section of the Packer or Registrant Case files.)		
6.	DOCKETS		
	a. Rate Dockets - Administrative proceedings insti- tuted by the Department in the determination of reasonable rates and changes of stockyard companies and market agencies. Material includes property evaluation appraisal and inventory, orders of suspension notices of hearings and other similar documents, exhibits, transcripts of testimony, final orders of the Secretary, and related correspondence.	-	3
	1) Auction Market Rate Dockets.		
	DISPOSE 4 years after stockyard deposted.		
	2) Market Agency Rate Dockets.		
	DISPOSE 4 years after dismissal of docket.		
	3) Terminal Stockyard Rate Dockets.		
	DISPOSE 4 years after stockyard deposted.		
	b. Trade Practice Dockets - Administrative proceedings instituted by the Department involving violations of the various trade practice provisions of the Act. When closed these include material such as	NN-164-13 item 5 :	3
	 financial and operating reports of the respondents, 		
	2) notices of hearings and other similar documents,		
	3) final orders of the Secretary of Agriculture issued in the proceedings,		
	4) exhibits, and		
	5) other related correspondence.		

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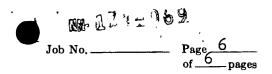


REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS-Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	DISPOSE record copy 10 years after close of proceeding other copies as soon as proceedings completed.	.gs ,	
7	INDUSTRY ANALYSIS AND REPORTS	Not pre-	
R	Correspondence, reports, and other material regarding P&SA analysis of industry practices, organizations and other subjects which are studied by P&SA also including publication of reports and automated data processing used to gather and manage needed information.	viously scheduled	
	 C.<u>RETAIN record copy.</u> J. DISPOSE other copies after 4 years, sooner if not needed. 		
8	PACKER CASE FILES	NN-164-13 item 6	3
	Packer files contain material on jurisdiction, trade practice, scales and annual reports. Scale test reports and annual reports disposition are covered by items 2(b) and 3(c).	item 6	
	DISPOSE remaining case file material after packer has been inactive for two years.		
9	POULTRY CASE FILES	NN-164-13 item 8	3
	Poultry files contain material on jurisdiction, trade practice, scales and annual reports. Scale test reports and annual reports disposition are covered by items 2(b) and 3(d).		
	DISPOSE remaining material after licensee has been inactive for two years; immediately upon death of licensee.		
10	REGISTRANT CASE FILES	NN-164-13 item 7	3
	a. Dealers	10000	
	Dealer files contain material on jurisdiction, trade practice, bonds, scales registration, and annual reports. Scale test reports and annual reports disposition are covered by items 2(b) and 3(a).		

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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
	 DISPOSE remaining material upon cancellation of registration or death of registrant; or after registrant has remained inactive for two years. b. Market Agencies Market agency files contain material on jurisdiction, registration, trade practice, bonds, scales and annual reports. Disposition of scale test reports and annual reports is covered by items 2(b) and 3(b). DISPOSE remaining material upon cancellation of registration or after registrant has remained 		
	inactive for two years.		
11	STOCKYARD CASE FILES a. Auction Markets	NN-164-13 item 9	3
	Auction market files contain material regarding jurisdiction, registration, trade practice, bonds, services and facilities, tariffs, scales and annual reports. Disposition of scale test reports and annual reports are covered by items 2(b) and 3(e). DISPOSE remaining material upon cancellation of registration or after registrant has remained inactive for two years, except DISPOSE stockyard posting information 1 year after deposting.		
	 b. Terminal Stockyards Terminal stockyard files contain material on jurisdiction, trade practice, scales, rates, services, facilities and annual reports. Disposition of scale test reports and annual reports is covered by items 2(b) and 3 (e). 		
	DISPOSE remaining material 4 years after stockyard deposted.		