

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

LEAVE BLANK	
JOB NO <i>NCI-145-82-4</i>	
DATE RECEIVED <i>7/28/82; revised, 10/12/83</i>	
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the disposal request, including amendments is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<b>SIGNATURE OF THE ARCHIVIST IS NOT REQUIRED FOR APPROVAL OF PERMANENT RETENTION OF RECORDS</b>	
Date	Archivist of the United States

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

1 FROM (AGENCY OR ESTABLISHMENT)  
**U.S. Department of Agriculture**

2 MAJOR SUBDIVISION  
**Agricultural Stabilization and Conservation Service**

3 MINOR SUBDIVISION  
**Aerial Photography Field Office**

4 NAME OF PERSON WITH WHOM TO CONFER  
**Steve Willis**

5 TEL EXT  
**447-7886**

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 1 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 <i>10-12-83</i>	D SIGNATURE OF AGENCY REPRESENTATIVE <i>Samuel T. Brown Jr.</i>	E TITLE <i>for</i> Director, Management Services Division
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1	<p><u>Aerial Photography Files</u></p> <p>Color and black and white negatives of domestic farmland created for ASCS to make acreage determinations, insure compliance with planting regulations, and carry out other programs as required by the Agriculture Act of 1938. ASCS selects areas to be filmed on a need basis, but each county is normally photographed once every 8 to 10 years. Contract pilots do the filming and furnish ASCS with 9.5 inch wide negatives in rolls 250 feet long. APFO has film from 1941 to present totaling 47,000 rolls (9800 cu. ft.) and current annual accumulation is approximately 800 rolls (167 cu. ft.). From these negatives APFO makes over 1 million photographic reproductions for other USDA and Federal agencies and the general public.</p> <p><u>DISPOSITION: Permanent.</u> Transfer records to NARS in 5-year blocks when all records in each block are 40 years old.</p>		<i>1 item</i>

115-107 *no copy to FRC needed*  
*to agency, 11/21/83, by RTB*  
*to NNB, NNF, NNS - 11/22/83 - sent 11-23-83 by Dm...*