

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-310-96-2	DATE RECEIVED 10-27-95
1. FROM (Agency or establishment) DEPARTMENT OF AGRICULTURE		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION AGRICULTURAL RESEARCH SERVICE		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION HUMAN RESOURCES DIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Cass Willett	5. TELEPHONE (301) 344-3960	DATE 5-6-96	ARCHIVIST OF THE UNITED STATES <i>John W. Carl</i>

6. AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached -0- page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE 10/26/95	SIGNATURE OF AGENCY REPRESENTATIVE <i>Stephen Collier</i>	TITLE Records Management Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>Recruitment Case Files</p> <p>Case files created as part of the USDA Demonstration Project by Authority of the Office of Personnel Management under Title VI of the Civil Service Reform Act of 1978.</p> <p>TEMPORARY. Cut off after position filled or vacancy canceled. Retire to the WNRC two years after cutoff. Destroy ten years after cutoff.</p>		

MAY - 9 1996 *copy to: NNT, agency NCF*