# NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC-051-76-009

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 3/10/2021

## **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These items, unless subsequently superseded, may be used by the agency to disposition records.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.

All items remain active except 20c1

#### SUPERSEDED AND OBSOLETE ITEMS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 They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling.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.

Item 20c1 Superseded by DAA-GRS-2015-0006-0002



(See Instructions on Reverse)

DATE RECEIVED JOB NO
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TO: GENERAL SERVICES ADMINISTRATION,	₩ <b>6</b> 51 - 76 - 9
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408	NOTIFICATION TO AGENCY
1. FROM (AGENCY OR ESTABLISHMENT) <b>Executive Office of the President</b>	In occordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for
2. MAJOR SUBDIVISION Office of Management and Budget	items that may be stamped ''disposal not approved'' or ''with- drown' in column 10
3. MINOR SUBDIVISION Office of the Director - Records Section	
4. NAME OF PERSON WITH WHOM TO SOME On 103 ext. 103 ext.	3994 10-21-25 James B. Rhoaly
6 CERTIFICATE OF AGENCY REPRESENTATIVE:	Date Archivist of the United States

I hereby certify that I am outhorized 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 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

(Date)	(Signature of Age by Representative)  Record Office	(Title)	
7. IEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10 ACTION TAKEN
	See attached Record Schedule: Record Schedule for the Energy, Food, and Analysis Division, Office of Management and Budget		
	Copy to Agency 10-22-45 D		

STANDARD FORM 115 Revised November 1970 Prescribed by General Services Administration FPMR (41 CFR) 101-11.4 115-105

## Energy, Food, and Analysis Division\_

The Energy, Fcod, and Analysis Division is responsible for review and analysis of programs, budgets, and legislative proposals effecting the Federal Energy Administration, the energy and minerals area of the Department of the Interior, Federal Power Commission, and the Department of Agriculture.

The Division is also responsible for providing assistance to Departments of Agriculture and Interior, the Energy Research and Development Administration, the Environmental Protection Agency, the Federal Energy Administration, the National Aeronautics and Space Administration, the National Science Foundation, and the Nuclear Regulatory Commission in the improvement of existing management systems and efficient Federal systems.

## MANAGEMENT/ECONOMIC ANALYSIS PRANCH - ENERGYA FOOD AND ANALYSIS DIVISION

The Management/Economic Analysis Branch of the Energy, Food and Analysis Division is responsible for assisting the Department of the Interior, the Department of Agriculture, the Environmental Protection Agency, the National Science Foundation, the Energy Research and Development Administration, the Nuclear Regulatory Commission, the National Aeronautics and Space Administration, and the Council on Environmental Quality to improve the management of their operations and the efficiency of their Federal spending. This responsibility is carried out by assisting these organizations in the installation of new management systems such as "Management by Objectives" and management studies of major policy issues and problem areas.

# EMERGY, FOOD AND ANALYSIS DIVISION - MANAGEMENT/ECONOMIC ANALYSIS BRANCH

Description	Location	Authorized diaposition
ADMINISTRATIVE RECORDS  Correspondence relating to the internal organization and management of the Management/ Economic Analysis Branch.	M/EA Branch	
Action List Budget - Management Division Management Division Organization MBO - General Instructions Open-ended Branch Meetings Speeches Steel Seminar	sor d	Temporary - Retire to Record Section  SPONNen 2 years old.  Record Section will note until no longer needed for administrative or reference purposes.  Start new file every 2 years.
Chronological File Personnel Data		Temporary - Dispose when 2 years old or when no longer needed for administrative purposes, which every Start new file every 2 years.
C. Noncurrent Record Transfers (OMB Form 56)  RUDGETARY RECORDS		Retain Non-vecord  Perminent reference copy  Pispose of when absolute  Or superseded.
Reference copies of budgetary records.	M/EA Branch	Temporary -  Retain - do not send to  Record Section -  Dispose when no longer  needed for current  business - 15 5000000000000000000000000000000000

ENERGY, FOOD AND ANALYSIS DIVISION - MANAGEMENT/	ECONOMIC ANALYSI	S BRANCH
Description	Location of Record	Authorized dispositi
FROGRAM RECORDS		
Records relating to the M/EA Br.'sresponsibility	M/EA Branch	
to improve the management of its assigned agenci		
This responsibility includes "Management by Ob-		
jectives" and program management records of major	r i	
policy issues end problem areas.		•
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Management by Objectives	!	!Permanent -
		Close files at end of
Department of Agriculture	į	every 2 years.
Department of the Interior		Retire to Record Section
National Science Foundation	•	after closin
		Trensfer to MARS when
	i	g years old.
	1	Start new file every
	1.	2 years.
Program Management Records		
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Bureau of Indian Affairs		į.
American Indian Movement (Wounded Knee)	į	
BIA-General	j	
Cheyenne River Water Situation	1	·
Coalition of Eastern Native Americans (Indian		
Health Service)	i ,	
Colville Reservation	· ·	
Domestic Council Committee on Indians	į	
Indian Affairs'- General	1	
Indian Conference	į	
Indian Contracting Objectives	į	
Indian Economic Development Conference		•
National Tribal Chairmen's Association		•
Pierre, S.D., Indian Reservation Visit		•
Council on Environmental Quality	i	
CEQ-Environmental Impact Statements (EIS)		
President's Commission on Personnel Interchange		
(PCPI) - Class $\overline{V}$ Communication		
Special Projects		
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Economic Analysis		•
Agricultural Data		
Arab Oil Embargo		
Coal Industry Profile .		•
Economic Efficiency	į į	•
Economic Policy		·
Economics of Environment	<u> </u>	•
Council on Environmental Quality  CEQ-Environmental Impact Statements (EIS)  President's Commission on Personnel Interchange  (PCPI) - Class V Communication  Special Projects  Economic Analysis  Agricultural Data  Arab Oil Embargo  Coal Industry Profile  Economic Efficiency  Economic Policy  Economics of Environment  Electric Utility  Emergy Coordination Group	1	
Energy Coordination Group	1	.``

Description	Location of Record	Authorized disposition
Economic Analysis - Continued	<u> </u>	
Energy Initiatives/Issues Follow-up		
Federal Energy Administration	·	<b>T</b>
Fertilizer Task Force	<u>.</u>	
General		i C
Government Surpluses	! !	!
Historical Energy Flow Accounts	! !	† †
International Energy Review Group (IERG)	1 !	! !
MBO - Agency Objectives - General	; !	•
Oil Market	!	t 1
Petrolcum/Oil Storage	!	
Pollution Control .	] !	· •
Productivity		
Project Independence		
Regulatory Policy		
Rural Development		
Strip Mining		
Timber	. '	·
Timber Task Force		
Energy Research and Development Administration		·
AEC Resource Transfer Papers		! !
Background Papers		·
ERDA/NRC - Interagency Agreements	•	
EPA - Resource Transfer Papers		
Export Controls	•	
Interagency Agreements and Determination		
Orders Working Group		
Interior Resource Transfer Papers		
NEC - Task Force Papers		
National Science Foundation		
NSF Resource Transfer Papers		
Personnel Working Group		·
Property Working Group		
Task Force Agendas and Instructions		
Task Force: Organization Working Group		
Top Personnel Appointments		
Transition Papers for Administrator		
ENVIRONMENTAL PROTECTION AGENCY		
Future Projects		
MBO Objectives		
MBO Objectives/Planning		
Prebrief for MBO Conference		

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Description	Location of Record	Authorized disposition
WHITE HOUSE REFERRALS  These records consist of routine inquiries, replies thereto, other correspondence in which no unusual administrative decisions, policies, or efforts are involved, and administrative background materials for formal informational releases.  CONGRESSIONAL REFERRALS  These records consist of routine inquiries, replies thereto, other correspondence in which no unusual administrative decisions, policies, or efforts are involved, and administrative background materials for formal informational releases.  PUBLIC INQUIRY  These records consist of routine inquiries, replies thereto, other correspondence in which no unusual administrative decisions, policies, or efforts are involved, and administrative background materials for formal informational releases.		Temporary - Retire to Record Section for disposal when 2 years old. Start new file every 2 years.

Description	Location of Record	Authorized disposition
7 LEGISLATIVE RECORDS  Legislative clearance items including printed	Legislative Reference Division	Permanent - See LRD Schedule.
materials and related correspondence.	All Other Copies	Temporary - Dispose at the end of each Congress. Start new file at the beginning of each Congres
Records on Executive Orders and Proclamations include materials on clearance, preparation,	Legislative Reference Division	Permanent - See LRD Schedule.
presentation, and publication.	All Other Copies	Temporary - Dispose when 2 years old or when no longer needed for administrative purposes - which ever comes earliest. Start new file every 2 years.
Papers of a private or nonofficial character which pertain only to an individual's personal affairs that are kept in the office of an OMB employee will be clearly designated by him as nonofficial and will at all times be filed separately from the official records of his office. In cases where matters requiring the transaction of official business are received in private personal correspondence, the portions of such correspondence that pertains to official business will be extracted and made a part of the official files. All extra copies of documents preserved only for convenience of reference, and stocks of publications and processed documents.		Temporary - Review each year and dispos     of all materials no longe     needed for the transactic     of current business.

#### NATURAL RESOURCES, ENERGY AND SCIENCE MANAGEMENT DIVISION

The Natural Resources, Energy and Science Management Division is responsible for assisting the Department of the Interior, the Department of Agriculture, the Environmental Protection Agency, the National Science Foundation, the Atomic Energy Commission, and the National Aeronautics and Space Administration to improve the management of their operations and the efficiency of their Federal spending. This responsibility is carried out oy assisting these organizations in the installation of new management systems such as "Management by Objectives" and management studies of major policy issues and problems areas.

Superceded by Thomagement/Bononic Coralysis
Branch, Energy, Tood and Onelysis Division

## NATURAL RESOURCES, ENERGY AND SCIENCE MANAGEMENT DIVISION

Description	Location	Authorized disposit
ADMINISTRATIVE RECORDS .		
Correspondence relating to the internal organization and management of the Natural Resources, Energy and Science Management Division	MD/NRES	·
Action List Budget - Management Division ManagementnDivision Organization MBO - General Instructions Open-ended Branch Meetings Speeches Steel Seminar		Temporary - Retire to Record Sect Spoother 2 years old. Record Section will r until no longer nec for administrative reference partures. Start new file every 2 years.
Chronological File Personnel Data		Temporary - Dispose when 2 years or when no longer needed for administ tive purposes Start new file every 2 years.
Noncurrent Record Transfers (OMB Form 56)	8 8 9 8	~ F <i>E 1 L B</i>
Noncurrent Record Transfers (OMB Form 56) <u>BUDGETARY RECORDS</u>		Dispose of when
	md/nres	Dispose of when cosolete or Super Temporary - Record Section to Dispose when he longer
BUDGETARY RECORDS	MD/NRES	Dispose of when obsolete or super TemporaryRetain do not send Record Section 4 55
BUDGETARY RECORDS	MD/NRES	Dispose of when cosolete or super TemporaryRetain do not send Record Section at Dispose when no long needed for current business, which ever Start new file each is sent to the sent t

NATURAL RESOURCES, ENERGY AND SCIENCE MANAGEMENT	DIVISION	
Description	Location of Record	Authorized disposition
PROGRAM RECORDS		
•	MD/NRES	t 8
Records relating to the MD/NRES' responsibility		
to improve the management of its assigned agenci This responsibility includes "Management by Ob-	ea. 1	
jectives" and program management records of majo	, i	
policy issues and problem areas.	. <b>!</b>	1
botted issues and brooten areas.		i
Management by Objectives	1	Permanent -
TESTING OF OBJECTIVES.		Close files at end of
Department of Agriculture	1	every 2 years.
Department of the Interior	1	Retire to Record Section
National Science Foundation	. [	
National Defence Toundation	1.	offer after closing Transfer to NARS when
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	•	Start new file every
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Program Management Records		
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Bureau of Indian Affairs	<b>j</b> ·	i
American Indian Movement (Wounded Knee)	İ	
BIA-General		
Cheyenne River Water Situation		•
Coalition of Eastern Native Americans (Indian	į	
Health Service)	į	
Colville Reservation	•	
Domestic Council Committee on Indians		
Indian Affairs '- General	:	
Indian Conference		
Indian Contracting Objectives		-
Indian Economic Development Conference		
National Tribal Chairmen's Association		•
Pierre, S.D., Indian Reservation Visit		
Council on Environmental Quality		
Council on Environmental Quality	1	
CEQ-Environmental Impact Statements (EIS)	}	
President's Commission on Personnel Interchange (PCPI) - Class $\overline{V}$ Communication		
Special Projects	;	
Economic Analysis		
Agricultural Data		
Arab Oil Embargo	1	
Coal Industry Profile	i	
Economic Efficiency		
Economic Policy		•
Economics of Environment	i	
Electric Utility	į	·
Energy Coordination Group		
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# NATURAL RESOURCES, ENERGY AND SCIENCE MANAGEMENT DIVISION

Economic Analysis - Continued Energy Initiatives/Issues Follow-up Federal Energy Administration Fertilizer Task Force Ceneral Government Surpluses Historical Energy Flow Accounts International Energy Review Group (IERG) MEO - Agency Objectives - General Oil Market Petroleum/Oil Storage Pollution Control Productivity Project Independence Regulatory Policy Rural Development Strip Mining Tieber Timber Task Force Energy Research and Development Administration ACC Resource Transfer Papers ERDA/NEC - Interagency Agreements ETD - Resource Transfer Papers EXD - Resource Transfer Papers EXD - Resource Transfer Papers EXD - Resource Transfer Papers National Science Foundation Orders Working Group Interior Resource Transfer Papers National Science Foundation NST Resource Transfer Papers National Science Foundation NST Resource Transfer Papers Personnel Working Group Property Working Group Task Force Agendas and Instructions Task Force - Agendas and Instructions Task Force: Organization Working Group Top Personnel Appointments Transition Papers for Administrator ENVIRONMENTAL PROTECTION AGENCY Future Projects MEO Objectives MEO Objectives/Flanning Prebrief for MEO Conference	Description	Location of Record	Authorized disposit
Energy Initiatives/Issues Follow-up Federal Energy Administration Fertilizer Task Force General Government Surpluses Historical Energy Flow Accounts International Energy Review Group (IERG) MMO - Agency Objectives - General Oil Market Petroleum/Oil Storage Pollution Control Productivity Project Independence Regulatory Policy Rural Development Strip Mining Timber Timber Task Force Energy Research and Development Administration AEC Resource, Transfer Papers Background Papers ERDA/NRC - Interagency Agreements ERTA - Resource Transfer Papers Export Controls Interagency Agreements and Determination Orders Working Group Interior Resource Transfer Papers National Science Foundation NSF Resource Transfer Papers Personnel Working Group Property Working Group Property Working Group Task Force Agends and Instructions Task Force: Organization Working Group Top Personnel Appointments Transition Papers for Administrator  ENVIRONMENTAL PROTECTION AGENCY Future Projects MBO Objectives/Flanning	Economic Analysis - Continued		
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Interior Resource Transfer Papers  NEC - Task Force Papers  National Science Foundation  NSF Resource Transfer Papers  Personnel Working Group  Property Working Group  Task Force Agendas and Instructions  Task Force: Organization Working Group  Top Personnel Appointments  Transition Papers for Administrator  ENVIRONMENTAL PROTECTION AGENCY  Future Projects  MEO Objectives  MEO Objectives/Planning			
NEC - Task Force Papers National Science Foundation NSF Resource Transfer Papers Personnel Working Group Property Working Group Task Force Agendas and Instructions Task Force: Organization Working Group Top Personnel Appointments Transition Papers for Administrator  ENVIRONMENTAL PROTECTION AGENCY Future Projects MEO Objectives MEO Objectives/Planning		i .	
National Science Foundation NSF Resource Transfer Papers Personnel Working Group Property Working Group Task Force Agendas and Instructions Task Force: Organization Working Group Top Personnel Appointments Transition Papers for Administrator  ENVIRONMENTAL PROTECTION AGENCY Future Projects MEO Objectives MEO Objectives/Planning		1	
NSF Resource Transfer Papers  Personnel Working Group  Property Working Group  Task Force Agendas and Instructions  Task Force: Organization Working Group  Top Personnel Appointments  Transition Papers for Administrator  ENVIRONMENTAL PROTECTION AGENCY  Future Projects  MEO Objectives  MEO Objectives/Planning			·
Personnel Working Group Property Working Group Task Force Agendas and Instructions Task Force: Organization Working Group Top Personnel Appointments Transition Papers for Administrator  ENVIRONMENTAL PROTECTION AGENCY Future Projects MEO Objectives MEO Objectives/Planning			
Property Working Group Task Force Agendas and Instructions Task Force: Organization Working Group Top Personnel Appointments Transition Papers for Administrator  ENVIRONMENTAL PROTECTION AGENCY Future Projects MEO Objectives MEO Objectives/Planning		i i	•
Task Force Agendas and Instructions Task Force: Organization Working Group Top Personnel Appointments Transition Papers for Administrator  ENVIRONMENTAL PROTECTION AGENCY Future Projects MEO Objectives MEO Objectives/Planning	1.5 · · · · · · · · · · · · · · · · · · ·		
Task Force: Organization Working Group Top Personnel Appointments Transition Papers for Administrator  ENVIRONMENTAL PROTECTION AGENCY Future Projects MEO Objectives MEO Objectives/Planning		i i	
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Transition Papers for Administrator  ENVIRONMENTAL PROTECTION AGENCY Future Projects MEO Objectives MEO Objectives/Planning		j	
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Future Projects MEO Objectives MEO Objectives/Planning	Transition Papers for Administrator		
Future Projects MEO Objectives MEO Objectives/Planning		į į	
MEO Objectives MEO Objectives/Planning			
MEO Objectives/Planning			
Prebrief for MBO Conference		į į	
	Prebrief for MBO Conference	į	
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Description	Location of Record	Authorized disposition

# 3 WHITE HOUSE REFERRALS

These records consist of routine inquiries, replies thereto, other correspondence in which no unusual administrative decisions, policies, or efforts are involved, and administrative background materials for formal informational releasese

# 4 congressional referrals

These records consist of routine inquiries, replies theretoe other correspondence in which no unusual administrative decisions, policies, or efforts are involved, and administrative background materials for formal informational releasese

# 5 PUBLIC INQUIRY

These records consist of routine inquiries, replies thereto, other correspondence in which no unusual administrative decisions, policies, or efforts are involved, and administrative background materials for formal informational releases.

Temporary Retire to Record Section
for disposal when 2
years olde
Start new file every
2 yearse

	<del></del>	
Description	Location of Record	Authorized disposition
LEGISLATIVE RECORDS  Legislative clearance items including printed materials and related correspondence.	Legislative Reference Division	-Permanent See IRD Schedule.
N.	All Other Copies	Temporary - Dispose at the end of each Congress. Start new file at the beginning of each Congres
Records on Executive Orders and Proclamations	Legislative Reference Division	Permanent See LRD Schedule.
include materials on clearance, preparation, presentation, and publication.	All Other Copies	Temporary - Dispose when 2 years old or when no longer needed for administrative purposes - which ever comes earlieste Start new file every 2 years.
Papers of a private or nonofficial character which pertain only to an individual's personal affairs that are kept in the office of an OMB employee will be clearly designated by him as nonofficial and will at all times be filed separately from the official records of his office. In cases where matters requiring the transaction of official business are received in private personal correspondence, the portions of such correspondence that pertains to official business will be extracted and made a part of the official filese All extra copies of documents preserved only for convenience of reference, and stocks of publications and processed documents.		Review each year and dispose of all materials no longer needed for the transaction of current business.

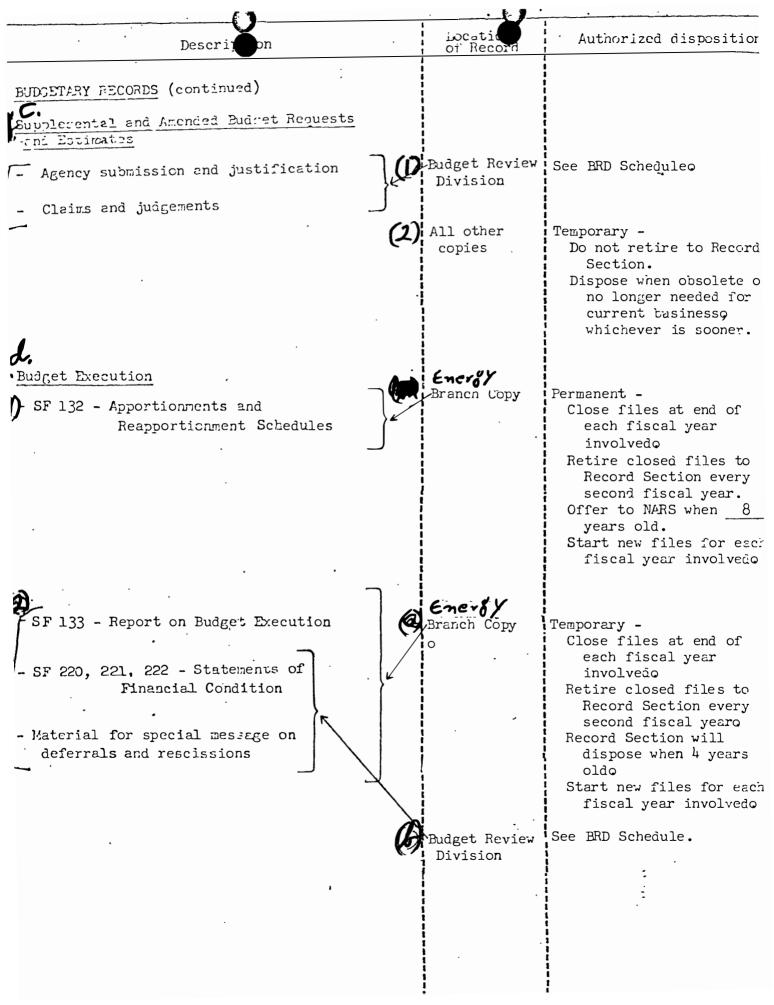
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	EFA - Energy Branch		,
	Description	Location of hecord	Authorized disposition
	ADMINISTRATIVE RECORDS.		
	Correspondence relating to the internal organization and management of the Energy Brancha	Energy Branch	
	Action Items Chronological File Personnel Travel Work Items and Plans		Temporary - Dispose when 2 years old or when no longer needed for administrative purposes which every Start new file every 2 yearsn
Sandy and Assessment			
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Mendeschaften inadam			
Sink the same of the same of the same of	Noncurrent Record Transfers (Ol-B Form 56)		Retain //on-record  Permanent reference copy  Office
Section Meridian Section			Dispose of when obsolete or superseded.
大大の大大の一大大大大			
State of Languages			·
Photography.			

EFA Energy Branch		
Description	Location of necerc	Authorized dispositio
EUDCETARY RECORDS  Eudgetary records maintained by the Community Branch reflect the budget process according to the fiscal year involved.  Budget Formulation and Presaration  Ceiling Letter  - Agency Estimate Submissions and Justifications "Official Set" (as required by CMB Circular A-11)		Permanent - Close files at end of each fiscal year involvedo Retire closed files to Record Section every
- Appeals - Allowance Letter - Special Exercises (i.e. Cutbacks, Contingency Outlay Plan to Further Stimulate the Economy)	All other copies	second fiscal yearo Offer to N/RS when 8 years old. Start new files for each fiscal year involved.  Temporary - Do not retire to Record Section. Dispose when obsolete of no longer needed for current business, whichever is soonero
Spring Planning Review  - Director's Review  - Presidential Review	Æudget Review Division	See BRD Schedule.
	All other copies	Temporary - Do not retire to Record

Section.

Dispose when obsolete or no longer needed for current business,

whichever is sooner.



e Description of Record Authorized disposition

#### **EUDGETARY RECORDS**

The Energy Branch is responsible for maintaining budgetary records for the following agencies:

Department of the Interior

Energy and Minerals
Mining Enforcement and Safety Administration
Bureau of Mines
Full Allocation, Oil and Gas Programs (out
FY 1975 - to FEA)
Oil Import Administration (out FY 1975 to FEA)

### Independent Agencies

Federal Energy Administration
Federal Metal and Non-metallic Mine Safety
Board of Review
Federal Power Commission

Description	Location of Record	Authorized disposition
PROGRAM RECORDS	i i f.	1 1 1
<u> </u>	Freray Branch	Permanent - (except where
The programs of the Energy Branch	i micigy branch	otherwise indicated
are reflected in the following records (which	İ	
includes program-related memorandue studies,	1	Close files every 2 year Retire
letters, etce; memoranda to the Director and	į	and 1624-to Record
others on individual programs or issues;	Î	Section -Stor-6/30/70
study reports)	İ	Trender to MARS when
Energy Branch (overall)	1	8 years old.
Bonded Fuel		Start new files every
Budgetary - General Administration		2 yearse
Coal - (General)		•
Coastal Zone Management Act		
Circular A -25		) <b>(</b>
Deepwater Ports		
Defense Production Act	·	
Democratic's Energy Program		·
Depletion Allowance		
Distrigas Project		
Economy		
Efficiency Labeling		
Emergency Petroleum Allocation Act of 1973		•
Energy Policy Analysis Center	i	•
Energy Action Program	1 .	
Energy Conservation		
Energy Resources Council Energy Crosscut		
Energy Emergency Act		
Energy Facilities Siting		• .
Energy Initiatives		,
Energy Issues Papers		•
Energy Message (1973) (Critique)		
Energy Policy	Ì	
Energy, International		
Energy R&D		
Energy Stockpiling	-	
Entitlments Program .		•
EPA Issues		
Energy Independence Act of 1975		
Energy Issue Papers - (Camp David/1974)		
Fuel Shortage .		•
Federal Ocean Program Report		
Floor (Energy price Issues) Fossil Fuels'		
Gasoline Tax		
OGSOLING TOY	<u> </u>	

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EFA - Energy Branch		
Description	Location of Record	Authorized disposition
Gasoline (General) Gasoline Shortage Gas Allocations to Taxicab Industies Gateway Route Restrictions GAO Reports (Temporary) correspondence		
Health Insurance Helium Hydro Projects Impoundment Control Act of 1974 Interagency Coal Task Force		
Interagency Fuel and Energy Meetings Integrated Emergency Program International Energy Program International Fertilizer Development Center		·
Joint Board on Fuel Supply & Fuel Transport Joint Committee on Atomic Energy Land Drilling equipment industry Legislation - energy issue License Fee System		
Life Cycle Cost-automoble Management by Objectives Materials Shortages Meetings (General) - energy Mineral Initiatives		
Minerals & Materials Interagency Commodity Review Modified Oil Import Program Natural Gas	·	•
National Energy Dividend Plan National Petroleum Council Naval Petroleum Reserves Oil Industry Oil Price Equalization		
Oil Allocation Program Oilo Crude OCS Development - Outer Continental Shelf Oil Policy Committee Working Group		
Oil Imports and Exports Oil and Gas Tax Incentives Oil Embargo Petroleum Allocation Program Petrolewa Import Fee		
Petroleum Products Petro Chemicals Pollution Control Presidential Energy & Tax program	·	
Power Plant Emissions Power Plant Siting Project Independence	:	

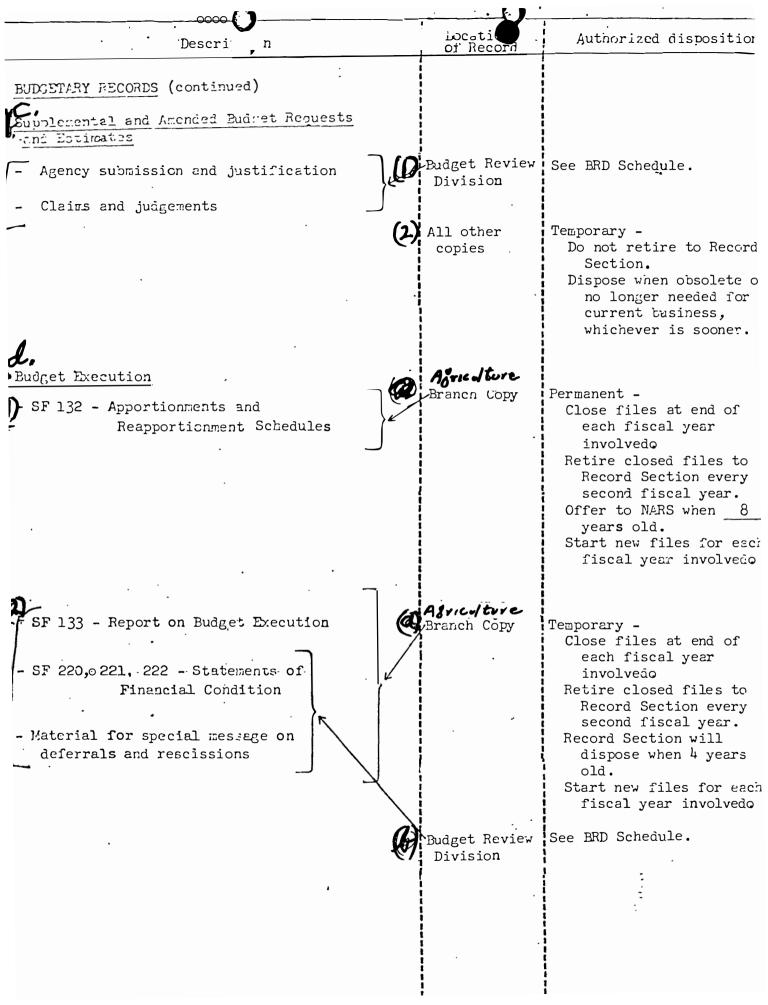
Description	Location of Record	Authorized dispositio
Regulatory Agencies	1	
Refineries	i ·	
Silver Legislation	i	
Speed Limit - government vehicles	į	
S rip Mining	i i	
Steel		
Synthetic Fuels	i i	
Stripper Well Production		
Tariffs		
Utility Taxation		
Department of the Interior		
Mining Enforcement and Safety Administration		
Federal Coal Mine Health and Safety Act		
of 1969 - Reports		
General		
Mine Health and Safety Issue		
Offset Collections		
Bureau of Mines		
General		
Office of Oil and Gas		
General		•
Office of Petroleum Allocation		
General		
, deneral		
Independent Agencies	1	
Federal Energy Administration		
ADP Contract		
General		•
Presidential Objectives		
Federal Power Commission		
General	İ	
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Description	Location of Record	Authorized disposition
22 WHITE HOUSE REFERRALS		Temporary -
These records consist of routine inquiries, replies thereto, other correspondence in which no unusual administrative decisions, policies, or efforts are involved, and administrative background materials for formal informational releasese		Retire to Record Section for disposal when 2 years old. Start new file every 2 yearse
23. CONGRESSIONAL REFERRALS		
These records consist of routine inquiries, replies thereto, other correspondence in which no unusual administrative decisions, policies, or efforts are involved, and administrative background materials for formal informational releases.  14. PUBLIC INCURY		1
These records consist of routine inquiries, replies thereto, other correspondence in which no unusual administrative decisions, policies, or efforts are involved, and administrative background materials for formal informational releasese		
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Description	Location of Record	Authorized disposition
25.  LEGISLATIVE RECORDS  Legislative clearance items including printed materials and related correspondence.	Legislative Reference Division All Other Copies	Permanent  See LRD Schedulee  Temporary -  Dispose at the end of  each Congress.  Start new file at the
Records on Executive Orders and Proclamations include materials on clearance, proparation, presentation, eand publication.  Papers of a private or nonofficial character which pertain only to an individual's personal affairs that are kept in the office of an OMB employee will be clearly designated by him as nonofficial and will at all times be filed separately from the official records of his office. In cases where matters requiring the transaction of official business are received in private personal correspondence, the portionseof such correspondence that pertains to officialebusiness will be extracted and made a part of the official filese All extra copies of documents preserved only for convenience of reference, and stocks of publications and processed documents.	Legislative Reference Division All Other Copies	Permanent - See IRD Schedule.  Temporary - Dispose when 2 years old or when no longer needed for administrative purposes - which ever comes earliest. Start new file every 2 years.  Temporary - Review each year and disponseded for the transaction of current business.

Descriptio	n	Location of Record	Authorized disposit:
ADMINISTRATIVE RECORDS	· .	1	
Correspondence relating to the organization and management of Agriculture Branch.	internal the	Agriculture Branch	
Administrative Matters-Branch Chronological File Travel	•	1 4 4 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6	Temporary - Dispose when 2 years or when no longer
		1 1 1 1 1 2	needed for administrative purposesnuchkh Start new file every 2 years.
•			L years.
<b>b</b> : :	•	i i i i i i	
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H Noncurrent Record Transfers	(OMB Form 56)		Rebain—Non-vecord  Permanonty reference co
		-	Dispose of when obsolete or superseded,
			5 Spersea ea,

EFA Agriculture Branch	•	
Description	Location of Record	Authorized dispositio
EUDGETARY RECORDS  Budgetary records maintained by the Community Branch reflect the budget process according to the fiscal year involved.  Budget Formulation and Presention  Ceiling Letter  Agency Estimate Submissions and Justifications "Official Set" (as required by OMB Circular A-11)  Appeals  Allowance Letter	Africulture Branch Copy	Permanent - Close files at end of each fiscal year involvedo Retire closed files to Record Section every second fiscal yearo Offer to NARS when 8 years oldo Start new files for eac fiscal year involved.
- Special Exercises (i.e. Cutbacks, Contingency Outlay Plan to Further Stimulate the Economy)	All other copies	Temporary - Do not retire to Record Sectiono Dispose when obsolete o no longer needed for current business, whichever is sooner.
- Spring Planning Review - Director's Review - Presidential Review	Budget Review Division	See BRD Scheduleo
	All other copies	Temporary - Do not retire to Record Section. Dispose when obsolete or no longer needed for current business, whichever is sooner.



Description	Δ	Location of Record	jA	Authorized	disposition
A A A			-f	A	AAA

## BUDGETARY RECORDS

The Agriculture Branch is responsible for maintaining budgetar, records for the following agencies A

## Department of Agriculture

Departmental Administration Agricultural Research Service Animal and Plant Health Inspection Service Cooperative State Research Service Extension Service National Agricultural Library Stastical Reporting Service Economic Research Service Commodity Exchange Authority Packers and Stockyards Administration Farmer Cooperative Service Foreign Agricultural Service Foreign Assistance Programs and Special Export Programs Agricultural Stabilization and Conservation Service

### Corporations:

Federal Crop Insurance Corporation
Commodity Credit Corporation
Rural Development Service
Rural Electrification Administration
Farmers Home Administration
Soil Conservation Service
Agricultural Marketing Service
Forest Service
Rural Telephone Bank

#### Independent Agencies

Commodity Futures Trading Commission (new FY 1976)
Farm Credit Administration

Description	Location of Record	Authorized dispositation
PROGRAM RECORDS	; }	
The programs of the Agriculture Branch are reflected in the following records (which includes program-related memoranda, studies, letters etc.; memoranda to the Director and others on individual programs or issues study reports)	Agriculture Branch	Permanent - (except where otherwise indicated) Close files every 2 year Retire Calculation of the and 1971 to Record Section after 6/30/10 Mars when
Agriculture Branch - overall	1 1 1	<b>8</b> years oldo Start new files every
ADP		2 yearso
Agriculture Appropriation Bill	į T	i i
Commodity Exchange Authority	! !	1 1
Circular A - 95 (Federal Assistance Review USDA	)	
Civil Rights Matters	; }	
Department of Community Development	!	
Disaster Preparedness	į ·	i R
Employment Matters	i I	i 1
Environmental Activities . Executive Development		
Farm Bill (Ag. Act of 1970)	!	<b>!</b> <b>!</b>
Farm Credit Administration	! !	[ 
Fire Ant Questionnaire		
Food	Ĭ	\ 
Food for Peace (P.L. 480)	· ·	
CAO Kudit Reports - temporany.	i I	1
Imports, Meat		 
Inflation Impact Statements	! !	<b>!</b> !
Land Grant Schools	1    -	
Legislation - Agriculture Issues Management Improvement/Effectiveness (Circ. A-2	1/4.5	
Meat and Poultry Inspection	[**/ 	j 1
Periodicals, Authorized (Circular A - 3)	1	[ [
Poultry Indemnification		! !
Property Transfers	! !	
Public access Program (Land and Water)		
Research and Development	<u> </u>	•
Rural Development (Folders 1 and 2)	i t	1 1
Russian Wheat Sale - 1972  **Ber Charges (**Lemporary)**	! !	
Veterinary Biologics Regulatory Programo		·
Working Capital Fund		
Department of Agriculture - overall	 	

Description	Location of Record	Authorized dispositio
Agricultural Research Service	1	
General		
Research		
Cooperative State Research Service		
General		
Extension Service	į	
General		
Statistical Reporting Service		
General		
	į	
Economic Research Service General		
General	i	
Agricultural Stabilization and Conservation		
Service	į	
General i		
REAP Program	\$ !	
Federal Crop Insurance Corporation		
General	i	•
Commodity Credit Corporation		
General		
Cotton		
Feed Grains	į	
Non-fat Dried Milk	į	
Rice		
Sugar	. [	
Wheat		
Rural Electrification Administration		
General	i	
Financing		
Individual Loans		
Farmers Home Administration		
General		
Housing	i	
Loan Programs - General		
Emergency Loan Program Water & Sewer Grant & Loan Programs		
Soil Conservation Service General		
Watershed Protection Program		
"acciding riocccion riogiam		
Agricultural Marketing Service	•	
General		

EFA - Agriculture Branch			
Description	Location of Record	Authorized disposition	
Forest Service			
General	1		
Chemical Toxicants			
Construction and Land Acquisition			
Forest Land Management Forest Protection and Utilization	i		
Forest and Range Renewable Resources	i		
Planning Act of 1974	į		
Forest Roads and Trails			
Grazing Fees			
Insect Control			
Klamath Indian Forest Land			
Mining Regulations	i		
Sawtooth Maiional Recreation Area -			
Private Lands			
Sacramento Municipal Utility District (SMUD) Lands			
Stat & Private Forestry Cooperation	1		
Timber Programs (Sales)	-		
Timber Task Force			
Youth Conservation Corps			
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EFA - Agriculture Branch				
Description	Lecation of Record	Juthorized disposition		
FROGRAM RECORDS	1 F 5 6 1			
Project-related memoranda, studies, letters, etc. (includes memoranda to the Director and others on specific projects or groups of projects)	Agriculture Branch			
Authority under which OMB reviews Department of Agriculture Small Watershed projectst		1 1 2 2 4		
Section 5(3) of P.L. 83-566 provides that "Whenever the estimated Federal contribution to the construction cost of works of improvement in the plan for any watershed or subwatershed area exceed \$250,000 or the works of improvement include any structure having a total capacity in excess of twenty-five hundredt acre-feet, the Secretary shall transmit a copy of the plan and the justification therefore to the Congress through the President." and,	NN-173-239			
Executive Order 10654 (see also Executive Order 11541) delegates the authority for such transmission to the Director of Bureau of The Budget)Office of Management and Budget.				
The records of the Small Watershed projects consist of the following:  - Small Watershed project report and transmittal from the Secretary of Agriculture to OMB.	OMB internal co Mapordence with Bog am Recordi (permanent)	Retire to Record Section		
Department of Agriculture Small Watershed projects -		·		
Anderson Rivere Indiana Bayou Bonne Ideee Louisiana Big Mortar-Snuff Box Swampe Georgia Blackwood Creeke Nebraska Canby Creek, Minnesota Bayou Plaquemine Brule, Louisiana Cedar Rune Virginia City of Browning, Montana Cornish and Flat Creekse Georgia Cottonwood-Walnut Creek, New Mexico County Line Creeke North Carolina Cypress Creek, Alabama Diamond Brooke Massachusetts East Franklin, Louisiana Eak Creeke West Virginia Edm Creek, Texas Evens Creek (Block "N")e Nevada Felat Rock Creek, Arkansas				

futhorized disposition

First Capitol, Wisconsin Honolula, Hawaii Jordan Crecki Indiana Kickapoo Creck (Lipan)i, Texas Kinderi Loursiana Kiokee Crecki, Georgüa Leona Riveri Texas Lower Clear Boggy Creek, Oklahoma Little Luckiamute Riveri Oregon Mantachiei Bogue Fala and Eucuba Creeksi, Mississippi Mill Branchi, Georgüa Mill Brooki New York Mission Hilli, South Dakota McKairy-Cypress Creek, Tennessee Nomman Lake, Washington Nibbs Creek, Virginia Norman-Polk, Münnesota North & South Mill Creek, West Virginia Oak Orchard Creek, New York Okatoma Creek, Mississippi Ozan Creeks, Arkansas Paluxy River, Texas Penberton Creek, Florida Pine Run, Pennsylvania Pollird Creek, Texas Pott-Sem-Turkey, Oklahoma Rabon Creek, South Carolina Red Deer Creeki Texas Rock Creeki Oregon Rogue River, Michigan San Creek, Kansas Sann Felipe Creeki Texas Sandy Creeki Texas Scond Broad Riveri North Carolina Scawick-Sand Draws, Texas Short Creek, Ohio Shuqualak Creeki Mississippi Sledge Bayon Subwatershed, Mississippi South Fork, Arkansas Scuth Fork of Blackwater River, Missouri Spring Canyoni Wyoming Stoney Creeki North Carolina Thrie-Mileif Sulfur Drawi Texas Twenty-five Mile Streami, Maine Upper Rushy Creek, Alabama Upper Rushy Creek, Alabama Upper Rushy Creek, Alabama Upper Nuddy Boggy Creeki Oklahoma Upper New River, South Carolina Miciluka-Alanaio, Hawaii Whitewater Rüver (East Fork)i, Indiana and Ohio Yantic River, Connecticut Zuni Pueblo, New Mexico	EFA - Agriculture Branch	1
Honolula, Hawaii Jordan Creek, Indiana Kickapoo Creek (Lipan)i, Texas Kinderi, Louisiana Kiokee Creeki, Georgüa Leona Riveri, Texas Lower Clear Boggy Creek, Oklahoma Little Luckiamute Riveri, Oregon Mantachiei, Bogue Fala and Eucuba Creeks, Mississippi Mill Branchi, Georgüa Mill Branchi, Georgüa Mill Brooki, New York Mission Hilli, South Dakota McNairy-Cypress Creek, Tennessee Newman Lake, Washington Nibbs Creek, Virginia Norman-Polk, Minnesota North & South Mill Creek, West Virginia Oak Orchard Creek, Now York Okatoma Creek, Niksissisppi Ozan Creeks, Arkansas Paluxy River, Texas Penberton Creek, Florida Pine Run, Pennsylvania Pollird Creek, Texas Pott-Sem-Turkey, Oklahoma Rabon Creek, South Carolina Red Deer Creeki, Texas Sock Creeki, Oregon Rogue River, Michigan San Creek, Kansas San Felipe Creeki, Texas Sandy Creeki, Texas Second Broad Riveri, North Carolina Scawick-Sand Draws, Texas Short Creek, Ohio Shuqualak Creeki, Mississippi Sledge Bayou Subwatershed, Mississippi South Fork, Arkansas South Fork of Blackwater River, Missouri Spring Canyoni, Wyoming Stoney Creeki, North Carolina Thrie-Mileid Sulfur Drawi, Texas Twenty-five Mile Stream, Maine Upper Brushy Creek, Alabama Upper Brushy Creek, Alabama Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper New River, South Carolina Mititewater River (East Fork)i, Indiana and Ohio Yantic River, Connecticut	Description	i Loeption of Record
Honolula, Hawaii Jordan Creek, Indiana Kickapoo Creek (Lipan)i, Texas Kinderi, Louisiana Kiokee Creeki, Georgüa Leona Riveri, Texas Lower Clear Boggy Creek, Oklahoma Little Luckiamute Riveri, Oregon Mantachiei, Bogue Fala and Eucuba Creeks, Mississippi Mill Branchi, Georgüa Mill Branchi, Georgüa Mill Brooki, New York Mission Hilli, South Dakota McNairy-Cypress Creek, Tennessee Newman Lake, Washington Nibbs Creek, Virginia Norman-Polk, Minnesota North & South Mill Creek, West Virginia Oak Orchard Creek, Now York Okatoma Creek, Niksissisppi Ozan Creeks, Arkansas Paluxy River, Texas Penberton Creek, Florida Pine Run, Pennsylvania Pollird Creek, Texas Pott-Sem-Turkey, Oklahoma Rabon Creek, South Carolina Red Deer Creeki, Texas Sock Creeki, Oregon Rogue River, Michigan San Creek, Kansas San Felipe Creeki, Texas Sandy Creeki, Texas Second Broad Riveri, North Carolina Scawick-Sand Draws, Texas Short Creek, Ohio Shuqualak Creeki, Mississippi Sledge Bayou Subwatershed, Mississippi South Fork, Arkansas South Fork of Blackwater River, Missouri Spring Canyoni, Wyoming Stoney Creeki, North Carolina Thrie-Mileid Sulfur Drawi, Texas Twenty-five Mile Stream, Maine Upper Brushy Creek, Alabama Upper Brushy Creek, Alabama Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper New River, South Carolina Mititewater River (East Fork)i, Indiana and Ohio Yantic River, Connecticut	First Capitol, Wisconsin	
Jordan Crecki Indiana Kickapoo Creck (Lipan)i, Texas Kinderi Lousiana Kiokee Crecki, Georgia Leona Riveri, Texas Lower Clear Boggy Creek, Oklahoma Little Luckiamute Riveri, Oregon Mantachiei, Bogue Fala and Eucuba Creeksi, Mississippi Mill Branchi, Georgia Mill Branchi, Georgia Mill Brooki, New York Mission Hilli, South Dakota McNairy-Cypress Creek, Tennessee Newman Lake, Washington Nibbs Creck, Virginia Norman-Polk, Minnesota North & South Mill Creek, West Virginia Oak Orchard Creek, New York Okatoma Creek, Mississippi Ozan Creeks, Arkansas Paluxy River, Texas Penberton Creek, Florida Pine Run, Pennsylvania Pollird Creek, Texas Pott-Sem-Turkey, Oklahoma Rabon Creek, South Carolina Red Deer Creeki Texas Rock Creeki, Oregon Rogue River, Michigan San Creek, Kansas San Felipe Creeki Texas Second Broad Riveri, North Carolina Sedwick-Sand Draws, Texas Short Creek, Ohio Shuqualak Creeki, Mississippi Sledge Bayou Subwatershed, Mississippi Sledge Bayou Subwatershed, Mississippi South Fork, Arkansas South Fork of Blackwater River, Missouri Spring Canyoni Wyoming Stoney Creeki North Carolina Thre-Mileië Sulfur Drawi Texas Twenty-five Mile Streami, Maine Upper Brushy Creek, Alabama Upper Brushy Creek, Alabama Upper Brushy Creek, Alabama Upper Muddy Boggy Creeki Oklahoma Upper Pund Lewer Little Black, Missouri and Arkansasi Upper Muddy Boggy Creeki, Oklahoma Upper Pund Lewer (East Fork)i, Indiana and Ohio Yantic River, Connecticut	Honolula, Hawaii	1
Kickapoo Creek (Lipan)i, Texas Kinderi, Loussiana Kiokee Creeki, Georgüa Leona Riveri, Texas Lower Clear Boggy Creek, Oklahoma Little Luckiamute Riveri Oregon Mantachiei, Bogue Fala and Eucuba Creeks, Mississippi Mill Branchi, Georgüa Mill Brooki, New York Mission Milli, South Dakota McNairy-Cypress Creek, Tennessee Newman Lake, Washington Nibbs Creek, Virginia Norman-Polk, Minnesota North & South Mill Creek, West Virginia Oak Orchard Creek, New York Okatoma Creek, Mississippi Oran Creeks, Arkansas Paluxy River, Texas Penberton Creek, Florida Pine Run, Pennsylvania Pollård Creek, Texas Pent-Turkey, Oklahoma Rabon Creek, South Carolina Red Deer Creeki Texas Rock Creeki Oregon Rogue River, Michigan San Creek, Kansas Sann Felipe Creeki Texas Scood Broad Riveri North Carolina Scelwick-Sand Draws, Texas Schort Creek, Ohio Shuqualak Creeki Mississippi Sledke Bayou Subwatershed, Mississippi Sledke Bayou Subwatershed, Mississippi Sledke Bayou Subwatershed, Mississippi South Fork, Arkansas South Fork of Blackwater River, Missouri Spring Canyoni, Wyoming Stoney Creeki North Carolina Thric-Mileif, Sulfur Drawi, Texas Twenty-five Mile Streami, Maine Upper Brushy Creek, Alabama Upper Brushy Creek, Alabama Upper Brushy Creek, Alabama Upper Muddy Boggy Creeki, Oklahoma Upper Muddy Boggy Creeki, Oklahoma Upper New River, South Carolina Wiiluku-Alanaio, Hawaii Whitewater River (East Fork)i, Indiana and Ohio Yantic River, Connecticut	Jordan Creeki Indiana	
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Location Description Authorized disposition of Record Aprico/ture WHITE HOUSE REFERRALS Branch Temporary -Retire to Record Section These records consist of routine inquiries, for disposal when 2 replies thereto, other correspondence in years old. which no unusual administrative decisions, Start new file every policies, or efforts are involved, and 2 yearse administrative background materials for formal informational releases. CONGRESSIONAL REFERRALS These records consist of routine inquiries, replies thereto, other correspondence in which no unusual administrative decisions, policies, or efforts are involved, and administrative background materials for formal informational releases. PÚBLIC INQUIRY These records consist of routine inquiries, replies thereto, other correspondence in which no unusual administrative decisions, policies, or efforts are involved, and administrative background materials for

formal informational releases.

Description	Location of Record	Authorized disposition
LEGISLATIVE RECORDS  Legislative cleararce items including printed materials and related correspondence.	Reference Division	Permanent - See LRD Schedule.  Temporary - Dispose at the end of each Congress. Start new file at the
Records on Executive Orders and Proclamations include materials on clearance, preparation, presentation, and jublicatione  76.  NONOFFICIAL PAPERS  Papers of a private or nonofficial character which pertain only to an individual's personal affairs that are kept in the office of an OMB employee will be clearly designated by him as nonofficial and will at all times be filed separately from the official records of his officee In cases where matters requiring the transaction of official business are received in private personal correspondence, the portions of such correspondence that pertains to official business will be extracted and made a part of the official filese All extra copies of documents preserved only for convenience of reference, and stocks of publications and processed documents.	Legislative Reference Division  All Other Copies	Permanent - See IRD Schedule.  Temporary - Dispose when 2 years old or when no longer needed for administrative purposes - which ever comes earlieste Start new file every 2 years.  Temporary - Review each year and dispose of all materials no longer needed for the transaction of current businesse
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