

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

9 Jul 82 19

LEAVE BLANK	
JOB NO	
NCI-95-82-9	
DATE RECEIVED	
July 9, 1982	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
3-28-83 Date	<i>[Signature]</i> 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
Forest Service

3. MINOR SUBDIVISION
Forest Resources and Economic Research

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 6/30/82	D. SIGNATURE OF AGENCY REPRESENTATIVE Hoyt L. Abney <i>[Signature]</i>	E. TITLE Records Management Officer
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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
	Records contained in the 4800 file series were generally approved under NC 174-215 (August 5, 1974.) This schedule supersedes items 74 and 76 of that schedule; establishes general correspondence files under the primary designations 4800, 4810, and 4820; and identifies title changes due to a Forest Service manual revision.		
1	4800 Forest Resources Economics Research (Title Change) (This file includes general correspondence formally under 4800-1 which is being deleted. Retention period and subject matter remain the same)	NC 174-215	
2	4810 Forest Inventory and Analysis (Title Change) (This file includes general correspondence related to inventories and analysis procedures)		
	A. Washington Office, Regions, Areas and Experiment Stations: Destroy records when 10 years old.		
	B. All other offices: Destroy records when 3 years old.		
	<u>Note: 4810 Forest Survey Programs is now 4810-3</u>		

5 items

115-107
to agency, 3/31/83, by RTB
to NNF & all FRC's except GKP, 4/7/83

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
3	4810-3 Forest Survey Programs (This designation was formally 4810. Title, subject matter and retention remain the same.)		
4	4820 Renewable Resources Economics (Title Change) (This file contains general correspondence related to renewable resources procedures and direction) A. All offices: Destroy records when 10 years old.		