

# NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-016-96-001

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 9/22/2021

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These items, unless subsequently superseded, may be used by the agency to disposition records.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

Item 2 remains active.

## **SUPERSEDED AND OBSOLETE ITEMS**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 They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling.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Item 1 is obsolete because all records covered by it are presumed destroyed.

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER <i>NI-16-96-1</i>	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED <i>7-2-96</i>	
1. FROM (Agency or establishment)  <b>Department of Agriculture</b>		<b>NOTIFICATION TO AGENCY</b>  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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION  <b>Office of Communication</b>			
3. MINOR SUBDIVISION  <b>Video, Teleconference, and Radio Center</b>			
4. NAME OF PERSON WITH WHOM TO CONFER <i>LORE ROSS</i> <del>Don Hulcher</del>	5. TELEPHONE <i>3628</i> 202-720- <del>6746</del>	DATE <i>9-24-96</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Cal</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 <u>1</u> 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,			
<input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>6/28/96</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Ronald E Hulcher</i>	TITLE <i>Management Analyst</i>	
7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	See attached sheet.		

Department of Agriculture  
Office of Communication  
Video, Teleconference, and Radio Center

1. Audiovisual Equipment Inventory Reports, 1983-1993.

Inventories submitted annually by Department of Agriculture agencies listing the type, purchase price, and date of purchase of audiovisual equipment used for public information activities.

Disposition: **TEMPORARY**. Destroy upon approval of this schedule.

2. Audiovisual Production Proposal Forms.

Proposals, such as Form AD-797, submitted by agencies to request the production of an audiovisual product.

Disposition: **TEMPORARY**. Destroy when one year old.