

DEPARTMENT OF AGRICULTURE
OFFICE OF THE DEPUTY COMMISSIONER II
DEPUTY COMMISSIONER'S OFFICE

Records Retention and Disposition Schedule

Organizational Name Change

An organizational name change to this Records Retention and Disposition Schedule is hereby approved. The Records Retention and Disposition Schedule reflects an organizational change from **Office of the Deputy Commissioner to Office of the Deputy Commissioner II, Deputy Commissioner's Office**. No new items have been added, no items have been deleted, and no changes have been made to any existing series descriptions or disposition instructions in the most recent schedule dated May 24, 1993. In accordance with the provisions of Chapters 121 and 132 of the General Statutes of North Carolina, it is agreed that the records of the

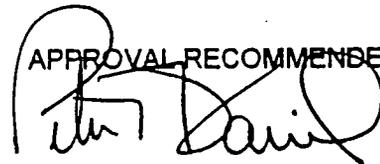
DEPUTY COMMISSIONER'S OFFICE

do not and will not have further official use or value for administrative, research, or reference purposes after the respective retention periods specified herein. The N.C. Department of Cultural Resources consents to the destruction or other disposition of these records in accordance with the retention and disposition instructions specified in this schedule. Public records including machine readable records not listed in the schedule are not authorized to be destroyed. The

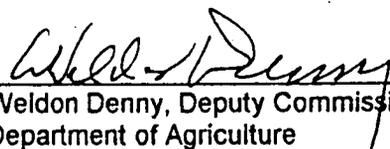
DEPUTY COMMISSIONER'S OFFICE

agrees to destroy, transfer or dispose of records in the manner and at the times specified herein. This schedule is to remain in effect until superseded.

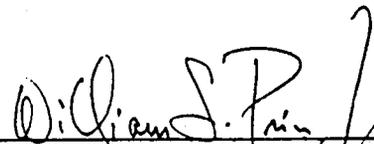
APPROVAL RECOMMENDED



Peter Daniel, Chief Records Officer
Department of Agriculture

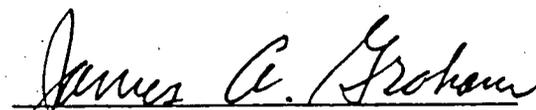


Weldon Denny, Deputy Commissioner II
Department of Agriculture

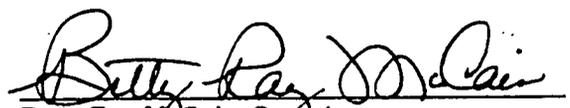


William S. Price, Jr., Director
Division of Archives and History

APPROVAL



James A. Graham, Commissioner
Department of Agriculture



Betty Ray McCain, Secretary
Department of Cultural Resources

This schedule was modified to
comply with the provisions of the
General Schedule for State Agency Records,
effective October 1, 2000
Remaining items retain the
original date shown below.

June 19, 1995

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DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

Records Retention and Disposition Schedule

Organizational Name Change

An organizational name change to this Records Retention and Disposition Schedule is hereby approved. The Records Retention and Disposition Schedule reflects an organizational change from **Department of Agriculture to Department of Agriculture and Consumer Services**. No new items have been added, no items have been deleted, and no changes have been made to any existing series descriptions or disposition instructions in the most recent schedules of the Department of Agriculture. In accordance with the provisions of Chapters 121 and 132 of the General Statutes of North Carolina, it is agreed that the records of the

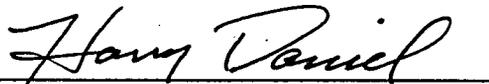
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

do not and will not have further official use or value for administrative, research, or reference purposes after the respective retention periods specified herein. The N.C. Department of Cultural Resources consents to the destruction or other disposition of these records in accordance with the retention and disposition instructions specified in this schedule. Public records including machine readable records not listed in the schedule are not authorized to be destroyed. The

DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

agrees to destroy, transfer or dispose of records in the manner and at the times specified herein. This schedule is to remain in effect until superseded.

APPROVAL RECOMMENDED

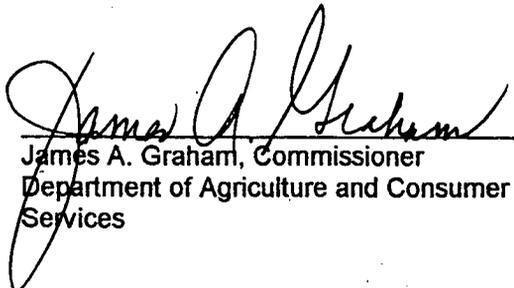


Harry Daniel, Chief Records Officer
Department of Agriculture and Consumer
Services



Jeffrey J. Crow, Director
Division of Archives and History

APPROVED



James A. Graham, Commissioner
Department of Agriculture and Consumer
Services



Betty Ray McCain, Secretary
Department of Cultural Resources

July 1, 1997

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**DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
OFFICE OF THE DEPUTY COMMISSIONER II
DEPUTY COMMISSIONER'S OFFICE**

ITEM 223. DIVISION FILE.

Records concerning various divisions of the department. File includes correspondence, reports, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

ITEM 9164. SUBJECT FILE.

Records concerning the department and agricultural issues. File includes correspondence, information on agricultural organizations and associations, foreign trade, General Assembly, state government, budget records, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

ITEM 9168. DEPUTY COMMISSIONER'S SPEECHES FILE.

Official copies of speeches of the Deputy Commissioner. File also includes copies of speeches made by individuals concerning agricultural topics.

DISPOSITION INSTRUCTIONS: Transfer speeches of the Deputy Commissioner to the State Records Center after 5 years. Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives. Destroy in office remaining records when administrative value ends.