Superseded List
Last Updated: November 21, 2000

ARCHIVE VERSION

U.S. GOVERNMENT PRINTING OFFICE
FEDERAL DEPOSITORY LIBRARY PROGRAM

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Superintendent of Documents
U.S. Government Printing Office
Washington, DC 20401

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The Superseded List
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STAFF REVIEW LOG

The documents coordinator and all staff who work with depository operations should be familiar with the concepts discussed in this publication. New depository staff, especially, should review this publication before beginning depository work.
BACKGROUND

This edition of the Superseded List is the second to be issued as a separate publication, updating the 1992 edition. The 1984 and 1986 editions appeared as Appendix C to the Instructions to Depository Libraries. The present list, like the earlier versions, has been prepared by the members of the Superseded Documents Committee who volunteered to revise individual sections.

The Superseded List is updated irregularly. As new titles become known, the information is compiled for the "Update to the Superseded List" column which appears in both the printed version of Administrative Notes Technical Supplement and in its HTML version on the Federal Depository Library Program Administration home page.

This is the last version which will be printed. On a quarterly basis, new entries will be added to the Superseded List residing on GPO's World Wide Web site. The list will be available in ASCII text via the Federal Bulletin Board by dial-in at (202) 512-1387; telnet to fedbbs.access.gpo.gov.

ACKNOWLEDGEMENTS

The Library Programs Service wholeheartedly thanks the members of the Superseded Documents Committee who took the time from their regular schedules to examine their Federal documents collections for new additions and to update the entries from the 1992 list.

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INTRODUCTION

Purpose

The purpose of the Superseded List is to assist selective depository documents librarians in disposing of superseded materials under provisions of Title 44, United States Code, Section 1911. These recommendations may be useful in weeding obsolete, dated or ephemeral documents from shelves, map, microfiche and CD-ROM storage cabinets. The materials listed in
this publication may be discarded before the normal 5-year statutory retention period for non-superseded materials, without submitting them on a weeding list for Regional library approval.

**Structure**

The classes in this list were compiled using the December 1995 and June 1996 revisions of the List of Classes of United States Government Publications Available for Selection by Depository Libraries.

The Superseded List is divided into 6 columns. A bullet

- in the first column indicates that an entry is new or modified since the 1992 edition. Column 2 contains the current Superintendent of Documents classification number stem for the information product. Column 3 contains the current item number for the title. Column 4 contains the title, and column 5, "Retention," indicates the specific disposition instructions for the superseded publication in question. The notation is usually self-explanatory with the terminology defined below.

The 6th column is for the use of regional depository libraries. An "R" in this column indicates those superseded titles that regional libraries have agreed to keep although they are not legally required under 44 U.S.C. Section 1911 to do so.

Titles which have become discontinued or inactive since 1992 are listed at the end of the main list.

**Terminology**

1. Discard if revised -- Keep the latest edition/issue of each title published in the series. This term is used for monographic series where each title in the series will have to be individually reviewed.

2. Keep latest edition/issue -- Only the latest edition or issue of the title needs to be kept. This term is used for series issued with some type of regularity.


4. Periodicals/serials that are superseded by a cumulative edition are identified by a notation such as "monthly issues superseded by annual."

5. Some newsletters and announcements are listed with the notation "Keep current year plus previous year." These publications are generally from one to four pages in length and are of a current awareness nature.
6. Separates and reprints -- only those existing as of the June 1996 List of Classes are listed. Any title that is a "separate" or a reprint of an article appearing in a full issue of a journal or report may be considered as superseded. Before discarding any reprints, librarians should be aware that these items may prove useful for vertical file material, displays, handouts, or other promotional uses.

The following generic classes cannot be totally inclusive because of their broad coverage and repetitive nature:

- General Publications
- Handbooks, Manuals, Guides
- Regulations, Rules, Instructions
- Bibliographies and Lists of Publications
- Forms

Each title issued in any of the above series must be individually reviewed and may be discarded only when a revised edition has been received. Occasionally a single title from one of these general series is listed because it represents a title that is issued frequently or occupies considerable shelf space.

Only the Superintendent of Documents classification number used in the June 1996 List of Classes is listed. Each library should check its own records for previous or subsequent classification numbers for each series.

GENERAL RULES

Criteria for Determining Superseded Materials

Below are listed some types of material which may be considered superseded and disposed of by all libraries according to Chapter 4, Maintenance, in the Instructions to Depository Libraries.

1. Any separates, slip opinions, slip laws, advance reports, etc., only on receipt of the bound volumes or cumulating issues or products.

Examples:

A. Daily Congressional Record, after bound volumes and index, or cumulative CD-ROM are received.

B. Slip laws, after bound Statutes at Large are received.

C. Slip opinions or advance reports, after bound volumes of United States Reports are received.

D. Any materials which are cumulated in later issues, i.e.:
Supplements to the United States Code, Internal Revenue Bulletin, etc., providing the library has selected the item number for the cumulative version and only after the cumulation is received.

E. Senate and House reports and documents, upon receipt of the bound Serial Set volumes.

F. Preprints such as the Minerals Yearbook are superseded by the annual bound volumes.

2. Reprints, provided the library has received the original edition. This original edition may be a government journal or a commercial journal, or any other source. If the library retains the original source, the reprints may be routed for current awareness purposes, entered into a vertical file, or simply treated as superseded documents. In this case, depositories are not obligated to maintain a shelflist, catalog, or otherwise keep records on these superseded materials as long as they have records for a permanent alternate source. If the reprint is the only copy retained by the library, standard bibliographic records must be maintained.

3. House and Senate bills and resolutions and legislative calendars one year after the adjournment of the Congress from which they originated.

4. Calendar of the House of Representatives. Retain Monday issues, then only the final issue of each session of Congress should be kept. Issues of the Senate Calendar may be disposed of one year after the adjournment of the Congress. The Senate Calendar is not cumulative.

5. Any publication upon receipt of a revised edition or an edition which states it supersedes. If a later edition is distributed through the Federal Depository Library Program or is otherwise available to the library, the superseded edition can be discarded by the library, even though that library has since deselected the item number and does not possess the new edition.

6. Pages from looseleaf publications that are replaced by new pages.

7. If a depository library has yet to receive a basic text or manual, then the transmittals, corrections, changes, errata, etc., to that depository disseminated publication can be considered superseded and discarded after one year.

8. Lists and indexes of publications of various agencies upon receipt of complete new editions. Small spot-lists, such as publication announcements, may be discarded 90 days after receipt.

9. Annual or biennial publications that merely revise information and bring it up to date, such as Index of Specifications and Standards, Light Lists, etc., upon receipt of a new issue. This permission does not apply to annual publications such as annual reports of departments and agencies, which cover the activities of the organization for a specific period of time.

10. Material that has an effective expiration date. Unless otherwise covered, materials such as press releases; dated posters; calendars; announcements of seminars, workshops, meetings or events; announcements of products or publications; and the like may be discarded after expiration of the event.

Some exceptions to number 10 are:
-- Civil Service examination announcements. Only the latest issues need be kept.

-- Commerce Business Daily may be discarded 90 days after its date of issuance; however, depositories should maintain the standard bibliographic records (e.g., shelflist, cataloging, serials check-in) that they use for other depository materials.

-- Navigation maps and Aeronautical charts that have passed their expiration date can be considered superseded and discarded. If not discarded, they should be clearly marked "Not for Navigation Purposes."

**Caution** All depository librarians should note that this Superseded List does not require that materials be discarded. **Do not** dispose of any material that might be vital to the collection. Research libraries should be extremely cautious about weeding older editions and other items that are of historical or research value. Law libraries and medical libraries should also carefully evaluate any material in their respective disciplines. Every depository should carefully consider their particular needs and collection policy before discarding any material. When keeping superseded materials, it is important to mark them as "superseded" or "not current" because misinformation can be transmitted with outdated publications...

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**DEPARTMENT OF AGRICULTURE**

A 1.2: 0010 General Publications (various titles) Discard if revised
A 1.9: 0009 Farmers' Bulletins Discard if revised **R**
A 1.11/3: 0011-C Handbooks, Manuals, Guides (various titles) Discard if revised
A 1.34: 0015 Statistical Bulletins Discard if revised **R**
A 1.35: 0012 Leaflets Discard if revised
A 1.38: 0013-A Miscellaneous Publications Discard if revised **R**
A 1.60/2: 0032-B-01 Bibliographies and Lists of Publications Discard if revised
A 1.68: 0014-A PA (Program Aid) Series Discard if revised
A 1.75: 0004 Agriculture Information Bulletin (AIB) Discard if revised
A 1.77: 0011 Home and Garden Bulletins Discard if revised
A 1.88: 0016-A Utilization Research Reports Discard if revised **R**
A 1.89: 0080-E Telephone Directory Keep latest issue
A 1.89/3: 0080-E Directories Discard if revised
A 1.95: 0025-D Marketing Bulletins Discard if revised

- A 1.143: 0025-D News Releases & Other News Material Keep one year (formerly A 21.24/2:) **R**

**FOREST SERVICE**

- A 13.2: 0084 General Publications (various titles) Discard if revised
  A 13.13: 0085 Information Pamphlets Relating to National Forests Discard if revised
A 13.27/2: 0085-A Forest Products Laboratory: General Publications Discard if revised
A 13.28: 0080-G Maps and Charts Discard if revised
A 13.28/3: 0080-G Shawnee Sportsmans Maps Discard if revised
A 13.36: 0086-B Regulations, Rules, Instructions Discard if revised
A 13.36/2: 0086-C Handbooks, Manuals, Guides (various titles) Discard if revised
A 13.36/2-2: 0086-H Forest Service Organizational Directory Keep latest issue
A 13.36/2-3: 0086-H Intermountain Region Organization Directory Keep latest issue
A 13.42/6-2: 0079-A-01 Northeastern Forest Experiment Station: Handbooks, Manuals, Guides Discard if revised
A 13.52: 0082-A Forest Insect and Disease Leaflets Discard if revised
A 13.63/15: 0084 Southeastern Forest Experiment Station: Handbooks, Manuals, Guides Discard if revised
A 13.65/14-2: 0079-B-02 Intermountain Forest and Range Experiment Station: Bibliographies and Lists of Publications Discard if revised
A 13.65/16: 0079-B-01 Intermountain Forest and Range Experiment Station: Maps Discard if revised
A 13.66/12: 0079-C-01 Pacific Northwest Experiment Station: Handbooks, Manuals, Guides Discard if revised
A 13.66/14: 0085-A-01 Recent Publications of the Pacific Northwest Research Station, Quarterly issues superseded by annual (A 13.66/15:P 96/)
A 13.69/10: 0079-D-02 New Publications, Rocky Mountain Forest and Range Experiment Station Discard if superseded by A 13.69/10-2:
A 13.69/12: 0079-D-03 Rocky Mountain Forest and Range Experiment Station: Handbooks, Manuals, Guides Discard if revised
A 13.78: 0083-B Research Papers Discard if revised
A 13.82/8: 0079-E-01 North Central Forest Experiment Station: Handbooks, Manuals, Guides Discard if revised
A 13.84/2: 0083-C Engineering Technical Information System EM Keep latest edition
A 13.99/8: 0083-B-08 National Wildlife Coordinating Group: Handbooks, Manuals, Guides Discard if revised
A 13.110/8: 0086-F State and Private Forestry: Handbook, Manuals, Guides Discard if revised
• A 13.110/13: 0086-G State and Private Forestry: Technical Publications Discard if revised
A 13.111: 0080-F-01 Woodsy Owl's Campaign Catalog Keep latest edition
• • A 13.111/2: 0080-F-02 Smokey's Campaign Catalog Keep latest edition
A 13.112: 0084-E Volunteer Opportunities Keep latest edition
A 13.112/2: 0084-E Volunteers in the National Forests Discard if revised

NATIONAL AGRICULTURAL LIBRARY

• A 17.2: 0095-A-01 General Publications (various titles) Discard if revised
A 17.18/4: 0095-A-02 Quick Bibliography Series Discard if revised
A 17.18/5: 0095-A-02 List of Journals Indexed in Agricola Keep latest edition
A 17.22: 0095-C-01 Handbooks, Manuals, Guides (various titles) Discard if revised
A 17.23: 0095-F Agricultural Libraries Information Notes Keep current year plus previous year R
A 17.27: 0095-C-01 AWIC (Animal Welfare Information Center) Discard if revised

OFFICE OF COMMUNICATIONS

A 21.28: 0090-A Handbooks, Manuals, Guides (various titles) Discard if revised
A 21.34: 0090-E-01 Broadcasters Letter Keep current year plus previous year
A 21.36: 0090-D-01 Inside Information Keep current year plus previous year
  • A 21.37: 0091 List (of available publications) Discard if revised

EXTENSION SERVICE

• A 43.16: 0061-A Regulations, Rules, Instructions (various titles) Discard if revised
A 43.16/2: 0061-B Handbooks, Manuals, Guides (various titles) Discard if revised
A 43.51: 0061-G List of Available USDA Publications for Sale from GPO Discard if revised

PERSONNEL OFFICE

A 49.8: 0097 Handbooks, Manuals, Guides (various titles) Discard if revised

NATURAL RESOURCES CONSERVATION SERVICE

• A 57.2: 0120 General Publications (various titles) Discard if revised
A 57.6/2: 0120-A Handbooks, Manuals, Guides (various titles) Discard if revised
A 57.6/3: 0120-A Irrigation Guides Discard if revised
A 57.38: LIST/ 0102-A List of Published Soil Surveys Keep latest edition
A 57.44: 0119-A Conservation Information, SCS-CI Discard if revised R
A 57.52: 0121-A Soil Survey Investigation Reports Discard if revised
A 57.56: 0121-H Habitat Management for (various animals) Discard if revised

FEDERAL CROP INSURANCE CORPORATION


FOREIGN AGRICULTURAL SERVICE

• A 67.2: 0077 General Publications (various titles) Discard if revised
A 67.26: 0076-G Miscellaneous Series (FAS-M-(nos.) Discard if revised R
A 67.40/2: 0076-K Trade Leads (former title: Export Briefs)
Keep current year plus previous year R
RURAL UTILITIES SERVICE

- A 68.2: 0116 General Publications (various titles) Discard if revised
- A 68.3: 0116 Bulletins Discard if revised
- A 68.5: 0116-B Laws Discard if revised
- A 68.6/6: 0116-A-04 Handbooks, Manuals, Guides (various titles) Discard if revised

AGRICULTURAL RESEARCH SERVICE

- A 77.2: 0026-A-01 General Publications (various titles) Discard if revised
- A 77.6/3: 0026-A-03 Handbooks, Manuals, Guides (various titles) Discard if revised
- A 77.12/A: 0025-A Agricultural Research (separates) Discard if select Agricultural Research (A 77.12:)
- A 77.17/4: 0026-C-01 Eastern Regional Research Center: Publications and Patents (list) Semiannual issues superseded by periodic cumulations
- A 77.35: 0026-A-02 Agricultural Inventions Catalog Keep latest edition

AGRICULTURAL STABILIZATION AND CONSERVATION SERVICE

- A 82.5: 0107 Laws Discard if revised
- A 82.82: 0110-A ASCS Background Information BI Discard if revised

COMMODITY CREDIT CORPORATION

- A 82.305: 0036 Laws Discard if revised

FARMERS HOME ADMINISTRATION

- A 84.16: 0069-A Forms Discard if revised

AGRICULTURAL MARKETING SERVICE

- A 88.2: 0024-B General Publications (various titles) Discard if revised
- A 88.5: 0024-O Laws Discard if revised
A 88.6: 0107-B Regulations, Rules, Instructions Discard if revised
A 88.6/2: 0024-B-02 Standards for (fruits, vegetables, etc.) Discard if revised
A 88.6/4: 0024-P Handbooks, Manuals, Guides (various titles) Discard if revised
A 88.14/12: 0021-Q Dairy Plants Surveyed and Approved for USDA Grading Service
Keep latest issue
A 88.15/23: 0040-B-01 List of Plants Operating Under USDA Poultry, Egg-Grading, and Egg Products Inspection Programs Keep latest edition
A 88.40: 0019-A AMS Discard if revised R
A 88.57: 0024-B-01 Directory of State Departments of Agriculture Keep latest edition
A 88.59: 0024-B-01 Directory of State Departments of Agriculture Keep latest edition

FARMER COOPERATIVE SERVICE

A 89.20: 0064-B Special Reports Discard if revised R

NATIONAL AGRICULTURAL STATISTICS SERVICE

A 92.8: 0122-A-09 Handbooks, Manuals, Guides (various titles) Discard if revised
A 92.16: 0018-C Agricultural Prices Monthly issues superseded by annual (A 92.16/2:).
Note: Annual does not contain all the detailed data from the monthly issues R
A 92.18/3: 0024-J Livestock Slaughter Monthly issues superseded by annual (A 92.18:)
A 92.21: 0024-G-01 Cold Storage Monthly issues superseded by annual (A 92.21/2:)

ECONOMIC RESEARCH SERVICE

A 93.39: 0021-N-02 Products and Services from ERS-NASS Keep current year plus previous year R

COOPERATIVE STATE RESEARCH SERVICE

- A 94.8: 0040-A-03 Handbooks, Manuals, Guides (various titles) Discard if revised

FOOD AND CONSUMER SERVICE

- A 98.2: 0074-A-01 General Publications (various titles) Discard if revised
Keep latest edition
- A 98.9: 0074-A-02 FNS Discard if revised
Keep latest edition
- A 98.18: 0074-A-01 Regulations, Rules and Instructions Discard if revised
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

- A 101.2: 0030-A-05 General Publications (various titles) Discard if revised
- A 101.6: 0030-A-07 Regulations, Rules, Instructions Discard if revised
- A 101.8: 0030-A-03 Handbooks, Manuals, Guides (various titles) Discard if revised

FOOD SAFETY AND QUALITY SERVICE

- A 103.6/2: 0021-T-05 United States Standards for (various foods) Discard if revised
- A 103.8: 0032-A-05 Handbooks, Manuals, Guides (various titles) Discard if revised
- A 103.13: 0021-T-05 Handbooks, Manuals, Guides (various titles) Discard if revised

FEDERAL GRAIN INSPECTION SERVICE

- A 104.6: 0031-B-01 Regulations, Rules, Instructions Discard if revised
- A 104.6/2: 0024-P-02 Official United States Standards for Grain Discard if revised
- A 104.6/3: 0024-P-02 Standards for Fruits and Vegetables Discard if revised
- A 104.13: 0031-B-01 Directories Keep latest edition

SCIENCE AND EDUCATION

- A 106.8: 0022-A-01 Handbooks, Manuals, Guides (various titles) Discard if revised

PUBLIC AFFAIRS OFFICE

- A 107.2: 0090 General Publications (various titles) Discard if revised
- A 107.8: 0090-C Handbooks, Manuals, Guides (various titles) Discard if revised
- A 107.10: 0092 Publications and Visuals Keep current year plus previous year
- A 107.18: 0090-D Selected Speeches and News Releases. See new class (A 1.143:) & new item (0025-D)
FOOD SAFETY AND INSPECTION SERVICE

- A 110.2: 0031-C General Publications (various titles). Discard if revised
- A 110.6/2-2: 0021-T Meat and Poultry Inspection Regulations (Reprint). Keep latest reprint and changes
- A 110.8: 0032-A-03 Handbooks, Manuals, Guides (various titles). Keep latest reprint and changes
- A 110.8/3: 0032-A-06 Chemistry Laboratory Guidebook. Keep latest reprint and changes
- A 110.9: 0031-C-01 Compilation of Meat and Poultry Inspection Issuances. Discard when combined in A 110.9/2: R
- A 110.13: 0021-T-02 FSIS Series. Discard if revised
- A 110.15: 0032-A-07 List of Proprietary Substances and Nonfood Compounds Authorized for Use Under USDA Inspection and Grading Programs. Discard if revised
- A 110.16: 0032-C Directories. Discard if revised
- A 110.18: 0031-C-01 Standards and Labeling Policy Book. Discard if revised

FARM SERVICE AGENCY

- A 112.2: 0068-E General Publications (various titles). Discard if revised
- A 112.6: 0068-G Regulations, Rules, Instructions. Discard if revised
- A 112.8: 0068-F Handbooks, Manuals, Guides (various titles). Discard if revised

ARMS CONTROL AND DISARMAMENT AGENCY


NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

- AE 1.102: 0569-B-02 General Publications (various titles). Discard if revised
- AE 1.108: 0569-B Handbooks, Manuals, Guides (various titles). Discard if revised
- AE 1.112: 0570-C-01 Guides to German Records Microfilmed at Alexandria, VA. Discard if revised
- AE 1.112/2: 0570-C Guides to the Microfilmed Records of the German Navy. Discard if revised
FEDERAL REGISTER OFFICE

- AE 2.102: 0574 General Publications (various titles) Discard if revised
- AE 2.106/2: 0573-B 0573-C. List of CFR Sections Affected. Keep latest monthly issue plus quarterly issues (Mar., June, Sept., & Dec.) marked "Save this issue" since last cumulation (e.g., 73-85 cumulation, AE 2.106/2-2:) R
- AE 2.106/3: 0572-B 0572-C Code of Federal Regulations. Keep latest edition of each part. NOTE: Law libraries and others using the CFR heavily should keep all editions of each title EXCEPT Title 3, see below R
- AE 2.106/3-2: 0572 CFR Index and Finding Aids Keep current year plus previous year R
- AE 2.108: 0574-B Handbooks, Manuals, Guides (various titles) Discard if revised
- AE 2.109: 0577-A Weekly Compilation of Presidential Documents. Superseded by Public Papers of the Presidents of the United States beginning with the Carter Administration and Title 3, CFR R
- AE 2.110: 0575 Slip Laws (Public Laws) Discard upon receipt of U.S. Statutes at Large (AE 2.111:)
- AE 2.110/2: 0575-A Private Laws. Discard upon receipt of U.S. Statutes at Large (AE 2.111:)

DEPARTMENT OF COMMERCE

- C 1.2: 0128 General Publications (various titles) Discard if revised
- C 1.2:SE 4/2 0128 How to Sell to the United States Department of Commerce Keep latest edition
- C 1.8/3: 0128-A Handbooks, Manuals, Guides (various titles) Discard if revised
- C 1.76: 0231-G-03 Commerce Business Daily Keep latest 3 months
- C 1.77: 0126-D-14 Integrated Resources and Services for... (various subjects) Keep latest edition
- C 1.82: 0128-H Small Business Innovation Research for FY Dated. Discard when expired
- C 1.86: 0128-K Science & Technology Fellowship Program Dated. Discard when expired
• C 1.88: 0128-L National Trade Data Bank Keep March issue for each year plus current year to date

MINORITY BUSINESS DEVELOPMENT AGENCY

• C 1.108: 0231-B-04 Handbooks, Manuals, Guides (various titles) Discard if revised

CENSUS BUREAU

• C 3.2: 0146 General Publications (various titles) Discard if revised
  C 3.6/2: 0146-A Handbooks, Manuals, Guides (various titles) Discard if revised
  C 3.133: 0147-C Current Business Reports: Monthly Wholesale Trade, Sales and Inventories
  Monthly issues superseded by Current Business Reports. Combined Annual and Revised Monthly Wholesale Trade (C 3.133/4:)
  C 3.138/3: 0147-B Current Business Reports. BR, Monthly Retail Trade, Sales and Inventories
  Monthly issues superseded by Current Business Reports. Combined Annual and Revised Monthly Retail Trade (C 3.138/3-7:)
• C 3.150: 0148 U.S. Foreign Trade Schedules. (e.g., Schedule B, Statistical Classification of Domestic and Foreign Commodities Exported from the United States) Looseleaf.
  Discard pages if revised. Keep latest edition
  C 3.158: 0142-A Current Industrial Reports
  Monthly superseded by annuals (which may have less detail)
• C 3.163/7: 0138-A-02 Monthly Product Announcements Keep current year plus previous year. Information appears later in Census Catalog and Guide (C 3.163/3:)
• C 3.186: 0142-C Current Population Reports
  Any report with a time span encompassed by a later edition is superseded
  C 3.205/8: 0146-F-02 Statistical Brief (various titles) Keep current year plus previous year
  C 3.205/9: 0146-F-03 International Brief (various titles) Any report with a time span encompassed by a later edition is superseded
• C 3.216/3: 0158 Census of Mineral Industries: Preliminary Industry Statistics
  C 3.238/5: 0148-C Telephone Contacts for Data Users Keep latest edition
  C 3.245/6: 0133-D-02 Census of Construction Industries: Preliminary Industry Statistics
Superseded by Census of Construction Industries (C 3.245/3:
C 3.252: 0131-F Factfinder for the Nation Keep latest edition of each numbered guide R
C 3.270: 0144-A-20 Posters publicizing 1990 Census, or other past events Dated. Discard when expired
• C 3.272: 0146-M Forms Discard if revised or expired
• C 3.277: 0154-C Agriculture Censuses (CD-ROM) Discard if revised or reissued
C 3.277: 0154-C Economic Censuses (CD-ROM) Keep the latest issues of each volume for each Economic Census (e.g., keep latest lettered release of v. 1 and 2 of the 1992 Economic Census). Different numbered volumes do not supersede one another (e.g., v. 4 does not supersede v. 1- F).
C 3.278:
C 3.278/2:
C 3.278/3: 0154-D U.S. Exports of Merchandise; U.S. Exports History;
U.S. Imports of Merchandise; U.S. Imports History (CD-ROM) For annual and year to date totals, keep latest month of each title and December issues of both U.S. Imports and U.S. Exports for each year not cumulated in a History CD-ROM. To retain monthly data, keep all monthly issues also.
• C 3.279: 0154-E TIGER/line 1990 Superseded by corrected data plus software
TIGER/line 1992 (C 3.279:)

NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY (NIST)

C 13.2: 0244 General Publications (various titles) Discard if revised
C 13.6/2: 0245-A Handbooks, Manuals, Guides (various titles) Discard if revised
C 13.20/2: 0243 Voluntary Product Standards Keep latest edition R
C 13.32: 0239 Applied Mathematics Series Keep latest edition R
C 13.44: 0245 Monographs Keep latest edition
• C 13.48/4-3: 0248-B Standard Reference Materials Update Superseded by C 13.48/4-2:
• C 13.58/5: 0247-D NIST Serial Holdings Keep latest edition
• C 13.58/7: 0247-D Directory of NVLAP Accredited Laboratories Keep latest edition R
C 13.65: 0246-F Postdoctoral Research Fellowships Keep latest edition
C 13.65/2: 0246-F Engineering Postdoctoral Research Associateship Program Keep latest edition
- C 13.69: 0244-C-01 Directories Keep latest edition
C 13.69/3: 0244-C Directory of DOC Staff Memberships on Outside Standards Committees Keep latest edition
- C 13.70/2: 0244-F-01 National Measurement Laboratory, News Features Keep current year plus previous year

PATENT AND TRADEMARK OFFICE

- C 21.2: 0254 General Publications (various titles) Discard if revised or expired
- C 21.5/4 A: 0260 Patent & Trademark Office Notices (weekly) If library selects C 21.5: (item 0260-A or 0260-B) and C 21.5/4: (item 0260-C or 0260-D), these reprints may be discarded immediately. Otherwise, they must be retained until the annual cumulation (C 21.5/4-2:) is received.
C 21.5/5: 0260 Consolidated Listing of Official Gazette Notices ... Keep latest cumulative edition
C 21.12/2: 0257 Index to the U.S. Patent Classification Keep latest edition
- C 21.30: 0254-B-01 Products & Services Catalog Keep latest edition

ECONOMIC DEVELOPMENT ADMINISTRATION

- C 46.2: 0130-D General Publications (various titles) Discard if revised
- C 46.5: 0130-T Laws Keep latest edition
C 46.6: 0130-C-01 Regulations, Rules, Instructions (various titles) Keep latest edition
- C 46.8: 0130-C Handbooks, Manuals, Guides (various titles) Discard if revised
- C 46.30: 0130-R Environmental Impact Statements Keep finals
UNITED STATES TRAVEL AND TOURISM ADMINISTRATION

- C 47.2: 0271-A-01 General Publications (various titles) Discard if revised
- C 47.20: 0271-B-09 Marketing U.S. Tourism Abroad Keep latest edition, may keep all for statistics

NATIONAL TECHNICAL INFORMATION SERVICE (NTIS)

- C 51.2: 0271 General Publications (various titles) Discard if revised
- C 51.8: 0188-A-02 Handbooks, Manuals, Guides (various titles) Discard if revised
- C 51.13/2-2: 0188-A-04 NTIS Published Search Mini Catalog Superseded by C 51.13:
- C 51.14: 0188-A-12 Newsline (NTIS) Keep current year plus previous year

NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION

- C 55.2: 0250-E-02 General Publications (various titles) Discard if revised
- C 55.6: 0250-E-06 Regulations, Rules, Instructions (various titles) Keep latest edition
- C 55.8: 0250-E-15 Handbooks, Manuals, Guides (various titles) Discard if revised
- C 55.8/3: 0250-E-15 NOAA Manuals Keep latest edition
- C 55.15: 0250-E-03 NOAA Program Plans Keep latest edition
- C 55.26: 0250-E-11 Bibliographies and Lists of Publications Keep latest edition
- C 55.47: 0250-E-29 Transmittals (NOAA Washington Area Personnel Locator) Keep latest editions
- C 55.48: 0250-E-30 Directories (various titles) Keep latest edition
NATIONAL WEATHER SERVICE

- C 55.102: 0275 General Publications (various titles) Discard if revised
- C 55.106: 0278-A Regulations, Rules, Instructions (various titles) Keep latest edition
- C 55.108: 0275-E Handbooks, Manuals, Guides (various titles) Discard if revised
- C 55.127: 0275-K Aware Keep current year plus previous year

NATIONAL ENVIRONMENTAL SATELLITE, DATA, AND INFORMATION SERVICE

- C 55.202: 0273-D-01 General Publications (various titles) Discard if revised
- C 55.208: 0273-D-06 Handbooks, Manuals, Guides (various titles) Keep latest edition
- C 55.214/2: 0277-A-01 through 0277-A-50 Climatological Data Monthly issues superseded by annual NOTE: Annual does not contain all the detailed data from monthly issues
- C 55.216: to /44: 0274-A-01 through 0274-A-53 Hourly Precipitation Data Monthly issues superseded by annual (NOTE: Annual does not contain all data from monthly issues)
- C 55.219: 0275-C Key to Meteorological Records Documentation Keep latest edition
- C 55.219/2: 0275-C Key to Geophysical Records Documentation Keep latest edition
- C 55.219/3: 0275-C Key to Oceanographic Records Documentation Keep latest edition
- C 55.220/3: 0834-N-02 World Data Center A, Oceanography: Oceanographic Data Exchange Semiannual superseded by annual
- C 55.239: 0273-D-24 Data Announcement Keep latest edition

NATIONAL CLIMATIC DATA CENTER

- C 55.281: 0274-A National Climatic Center: Publications Discard if revised
- C 55.281/2-4: 0274-F-02 Cooperative Summary of the Day (CD-ROM) Keep base set (21 vols.) and annual updates until consolidated base set is produced
- C 55.286/6: to /53: 0274-E-01 through 0274-E-50 Local Climatological Data Monthly issues superseded by annual (NOTE: Annual does not contain all the detailed data from monthly issues.)

NATIONAL OCEANOGRAPHIC DATA CENTER

- C 55.292: 0192-B-01 General Publications (various titles) Discard if revised
- C 55.298: 0192-B-03 Handbooks, Manuals, Guides (various titles) Discard if revised
NATIONAL MARINE FISHERIES SERVICE

- C 55.302: 0609-C-01 General Publications (various titles) Discard if revised
- C 55.306: 0609-C-05 Regulations, Rules, Instructions (various titles) Keep latest edition
- C 55.308: 0609-C-03 Handbooks, Manuals, Guides (various titles) Discard if revised
- C 55.309/2: 0610-A Current Fisheries StatisticsMonthly issues superseded by annual
- C 55.337/2: 0609-C-08 Seafood Dealers of the Southwest Keep latest edition
- C 55.338: 0609-C-09 Approved List, Sanitary Inspected Fish Establishments Keep latest edition

NATIONAL OCEAN SERVICE

C 55.408: 0192-B Handbooks, Manuals, Guides (various titles) Discard if revised
- C 55.411/3: 0192-A-02 Airport Obstruction Charts (OC)
  Obstruction Data Sheets (ODS) Keep latest edition R
- C 55.416/7: 0192-A-08 IFR Wall Planning Chart-East Keep latest edition
- C 55.416/7-1: 0192-A-08 IFR Wall Planning Chart-West Keep latest edition
- C 55.416/9: 0192-A-10 North Pacific Oceanic Route Chart (Scale 1:12,000,000) Keep latest edition
- C 55.416/9-2: 0192-A-10 North Pacific Oceanic Route Chart (Scale 1:7,000,000) Keep latest edition
- C 55.416/10: 0192-A-11 Sectional Aeronautical Chart (Scale 1:5,000,000) Keep latest edition
- C 55.416/11: 0192-A-12 Terminal Area Charts (VFR) (Scale 1:250,000) Keep latest edition
- C 55.416/12: 0192-A-13 US Gulf Coast VFR Aeronautical Chart (Scale 1:1,000,000) Keep latest edition
• C 55.416/12-2: 0192-A-14 Los Angeles Helicopter Route Chart (Scale 1:125,000) Keep latest edition
• C 55.416/12-3: 0192-A-14 New York Helicopter Route Chart (Scale 1:125,000) Keep latest edition
• C 55.416/12-4: 0192-A-14 Baltimore-Washington Helicopter Route Chart (Scale 1:125,000) Keep latest edition
• C 55.416/12-5: 0192-A-14 Chicago Helicopter Route Chart (Scale 1:125,000) Keep latest edition
• C 55.416/12-7: 0192-A-23 Boston Helicopter Route Chart (Scale 1:125,000) Keep latest edition
• C 55.416/13: 0192-A-15 World Aeronautical Charts (Scale 1:1,000,000) Keep latest edition
• C 55.418:1/ 0191-B-01 Nautical Chart Catalog 1, United States, Atlantic and Gulf Coasts Keep latest edition
• C 55.418:2/ 0191-B-02 Nautical Chart Catalog 2, United States, Pacific Coast Keep latest edition
• C 55.418:3/ 0191-B-03 Nautical Chart Catalog 3, United States, Alaska Keep latest edition
• C 55.418:4/ 0191-B-04 Nautical Chart Catalog 4, United States, Great Lakes Keep latest edition
• C 55.418:5/ 0191-B-18 Bathymetric Mapping Products Catalog 5, United States Bathymetric and Fishing Maps Keep latest edition
• C 55.418:2/ 0191-B-06 Aeronautical Charts & Selected Publications Keep latest edition
• C 55.418:7: 0191-B-13 Charts (listed in) Charts and Publications, Catalog 1, United States Atlantic & Gulf Coasts Keep latest edition
• C 55.418:7: 0191-B-14 Charts (listed in) Charts and Publications, Catalog 2, United States Pacific Coast Keep latest edition
• C 55.418:7: 0191-B-15 Charts (listed in) Charts and Publications, Catalog 3, United States Alaska Keep latest edition
• C 55.418:7: 0191-B-16 Charts (listed in) Charts and Publications, Catalog 4, United States Great Lakes Keep latest edition
• C 55.418:7: 0191-B-17 Maps (listed in) Bathymetric Mapping Products, Catalog 5, United States Bathymetric and Fishing Maps Keep latest edition
C 55.420: 0338 Great Lakes Pilot Keep latest edition
C 55.422:1/ to 9/0201 through 0204, 0206, 0207-A-03 U.S. Coast Pilots Keep latest edition
• C 55.425/3: 0190 Regional Tide and Tidal Current Tables... Keep latest edition R
• C 55.440:1/ 0378-E-11 Nautical Charts and Publications, Region 1, United States and Canada Keep latest edition R
• C 55.440:2/ 0378-E-11 Nautical Charts and Publications, Region 2, Central and South America, and Antarctica Keep latest edition R
• C 55.440:5/ 0378-E-11 Nautical Charts and Publications, Region 5, Western Africa and the Mediterranean Keep latest edition R
• C 55.440:7/ 0378-E-11 Nautical Charts and Publications, Region 7, Australia, Indonesia, and New Zealand Keep latest edition R
• C 55.440:8/ 0378-E-11 Nautical Charts and Publications, Region 8, Oceania Keep latest edition R
• C 55.440:9/ 0378-E-11 Nautical Charts and Publications, Region 9, East Asia Keep latest edition R

ENVIRONMENTAL RESEARCH LABORATORIES

• C 55.602: 0207-C-01 General Publications (various titles) Discard if revised
• C 55.608: 0207-C-04 Handbooks, Manuals, Guides (various titles) Keep latest edition
• C 55.616: 0207-C-06 Bibliographies and Lists of Publications Keep latest edition R

EXPORT DEVELOPMENT BUREAU

• C 57.108: 0231-E Handbooks, Manuals, Guides (various titles) Discard if revised
• C 57.121: 0231-A Directories Keep latest edition

ECONOMIC ANALYSIS BUREAU

• C 59.2: 0130-D-01 General Publications (various titles) Discard if revised
• C 59.8: 0130-D-02 Handbooks, Manuals, Guides (various titles) Discard if revised
• C 59.15: 0142-H Maps Keep latest edition R
• C 59.18: 0130-D-04 Local Area Personal Income Keep latest cumulative edition R
• C 59.20: 0130-D-07 Foreign Direct Investment in the U.S. Preliminary versions superseded by revised editions
• C 59.20/2: 0130-D-06 U.S. Direct Investment Abroad Preliminary versions superseded by revised edition
• C 59.23: 0130-D-10 Forms Keep latest edition
• C 59.24: 0130-U Regional Economic Information System (REIS) Keep latest edition R
NATIONAL TELECOMMUNICATIONS AND INFORMATION ADMINISTRATION

C 60.8: 0126-E-02 Handbooks, manuals, guides (various titles) Discard if revised

INTERNATIONAL TRADE ADMINISTRATION

- C 61.2: 0231-B-01 General Publications (various titles) Discard if revised
- C 61.8: 0231-B-05 Handbooks, Manuals, Guides (various titles) Discard if revised
- C 61.23: 0211 Export Administration Regulations Keep latest edition
- C 61.23/A: 0211 Export Administration Regulations (separates) Superseded by C 61.23: R
- C 61.32: 0231-B-16 Directory of Employees... Keep latest edition

FEDERAL COMMUNICATIONS COMMISSION

CC 1.2/10: 0285-C Directory of Field Contacts for the Coordination of the Use of Radio Frequencies Keep latest edition
CC 1.5: 0286 Laws Keep latest cumulative edition
CC 1.6/1: to CC 1.6/11: 0287 FCC Rules and Regulations, volumes 1-11 Looseleaf. Discard pages if revised
CC 1.7: 0287 FCC Rules and Regulations (parts) Keep latest edition
- CC 1.7/4: 0285-A Handbooks, Manuals, Guides (various titles) Discard if revised
CC 1.53: 0283-A Telephone Directory Keep latest issue

CIVIL RIGHTS COMMISSION

- CR 1.2: 0288-A General Publications (various titles) Discard if revised
- CR 1.16: 0288-A-09 Telephone Directory Keep latest issue

DEPARTMENT OF DEFENSE

- D 1.2: 0306 General Publications (various titles Discard if revised
- D 1.6: 0309 Regulations, Rules, Instructions (various titles) Keep latest edition
- D 1.6/2: 0306-A Handbooks, Manuals, Guides (various titles) Discard if revised
- D 1.6/2-2: 0306-A Dependent School Series (DS) Manuals (various titles) Keep latest edition

Federal Depository Library Program (FDLP) fdlp.gov
D 1.6/7: 0310-N Engineered Performance Standards for Real Property Maintenance Activities Keep latest edition
D 1.6/10: 0310-E DCAA Regulations Keep latest edition
D 1.6/11: 0303 Federal Acquisition Regulation (FAR) Keep latest edition
D 1.6/11-2: 0303 Federal Acquisition Circular Keep until replaced by D 1.6/11:
D 1.6/12: 0310-E-19 DOD Directory of Contract Administration Services Components Keep one year
D 1.7/1: 0304-H-02 DOD Telephone Directory on CD-ROM Keep latest issue
D 1.7/2: 0304-H-04 MAPAD System Keep latest edition
D 1.13: 0303 Armed Services Procurement Regulations Keep latest edition
D 1.13/2: 0304 Armed Services Procurement Regulations: Revisions Keep until new edition of D 1.13: is received
D 1.13/2-2: 0304 Armed Services Procurement Regulations: Supplement Keep until incorporated into D 1.13:
D 1.13/3: 0304 Defense Acquisition Circular Looseleaf. Discard pages if revised
D 1.33: 0304-D Bibliographies and List of Publications Keep latest edition
D 1.33/4: 0304-D Catalog of DIOR Reports, Dept. of Defense Keep latest issue R
D 1.33/5-2: 0304-D Index of DCAA Memorandums for Regional Directors Keep latest issue R
D 1.41/2: 0304-G-01 Futures for the Class of... Keep latest issue
D 1.45/2: 0310-B ADP Training Catalog Keep latest edition
D 1.45/3: 0310-B DISAM Catalog Keep latest edition
D 1.46/4: 0310-E-01 Directory of DCAA Offices Keep latest edition
D 1.51: 0310-F Military-Civilian Occupational Source Book Keep latest edition
D 1.54: 0310-I Military Compensation Background Papers Keep latest edition R
D 1.57/3-3: 0310-E-13 Alphabetical List of DOD Prime Contractors Keep latest edition
D 1.57/7: 0310-E-13 Prime Contract Awards in Labor Surplus Areas Keep annual edition
D 1.57/9: 0310-E-18 Companies Participating in the DOD Subcontracting Program Keep 4th quarter issue of each year R
D 1.61: 0310-E-08 Military Manpower Statistics Keep current year plus previous year
D 1.61/2: 0310-E-06 Civilian Manpower Statistics Keep current year plus previous year
• D 1.61/8: 0310-E-24 General Flag Officer Worldwide Roster Keep latest edition
D 1.67: 0310-M-01 Bulletin of the School of Medicine Uniformed Services the Health Sciences Keep latest edition
D 1.67/2: 0310-M-01 Graduate Education Bulletin, Uniformed Services, University of the Health Sciences Keep latest edition
D 1.67/3: 0310-M-01 Student Handbook, School of Medicine Uniformed Services University of the Health Sciences Keep latest edition
D 1.68: 0306-F Overseas Employment Opportunities for Educators Keep latest edition
D 1.76: 0314-G Index of Specifications and Standards Keep latest edition
D 1.78: 0303-A Consolidated Federal Supply Catalog Keep latest edition
D 1.87/2: 0306-A-21 MILSTRIP Routing and Identifier and Distribution Codes Keep latest edition

AMERICAN FORCES INFORMATION SERVICE

• D 2.2: 0313 General Publications (various titles) Discard if revised
• D 2.8: 0312-E Handbooks Manuals, Guides (various titles) Discard if revised
D 2.14: 0312-A DOD Pamphlets Keep latest issue R
D 2.15/4: 0312-B-01 Defense Issues Keep current year plus previous year
D 2.18: 0312-D Civilian Health and Medical Programs of Uniformed Services (CHAMPUS FS) Series Keep latest edition
D 2.19: 0424-B-01 Current News, Early Bird Keep current year plus previous year
D 2.19/2: 0424-B-02 Radio-TV Defense Dialog Keep current year plus previous year
D 2.19/3: 0424-B-04 Current News, Supplemental Clips Keep current year plus previous year
D 2.19/8: 0304-D-01 The Friday Review Keep current year plus previous year

JOINT CHIEFS OF STAFF

• D 5.2: 0315 General Publications (various titles) Discard if revised
• D 5.12/3: 0315-C-04 DOD Dictionary of Military and Associated Terms (CD-ROM) Keep latest issue R
• D 5.21: 0315-C-03 Joint Electronic Library (CD-ROM) Keep latest edition R

DEFENSE INFORMATION SYSTEMS AGENCY
360 Keep latest edition
DEFENSE INTELLIGENCE AGENCY

- D 5.202: 0315-F-01 General Publications (various titles) Discard if revised
- D 5.206/2: 0315-F-06 DIA Regulations (series) Keep latest edition
- D 5.210: 0315-F-03 Academic Catalog Keep latest edition
- D 5.211/2: 0315-F-07 Bibliographies and Lists of Publications Discard if revised

DEFENSE MAPPING AGENCY

- D 5.302: 0379-A-10 General Publications (various titles) Discard if revised
- D 5.315: 0379-A Notice to Mariners Keep latest issue
- D 5.315/2: 0379-A Summary of Chart Corrections Keep latest edition
- D 5.317/2: 0378-D Hydrographic/Topographic Center Publications Keep latest edition
- D 5.317/3: 0378-E ---Sailing Directions Keep latest edition
- D 5.317/4: 0378-F ---Loran Tables Keep latest edition
- D 5.317/5: 0378-G ---Omega tables Keep latest edition
- D 5.319: 0617 Gazetteers Keep latest edition
- D 5.351/3: 0378-E-06 Public Sale Catalog-Topographic Maps and Publications Keep
  latest edition
- D 5.351/3-2: 0378-E-08 DMA Aeronautical Charts and Publications Available for Sale
  from NOAA Keep latest edition
- D 5.353: 0378-E-37 Maps, Charts and Atlases (various) Keep latest edition of each
  title
- D 5.354: 0378-E-01 ONC---Operational Navigation Charts Keep latest revision
- D 5.354: 0378-E-02 JNC---Jet Navigation Charts Keep latest revision
- D 5.354: 0378-E-03 GNC---Global Navigation and Planning Charts Keep latest revision
- D 5.354: 0378-E-05 TPC---Tactical Pilotage Charts Keep latest revision
- D 5.355: 0378-E-04 Series 1105-Area Outline Maps Keep latest revision
- D 5.355: 0378-E-09 Series 1308-Middle East Briefing Map Keep latest revision
- D 5.355: 0378-E-10 Series 5211-Arabian Peninsula Keep latest revision
- D 5.355: 0378-F-04 Series 2201-Africa Keep latest revision
- D 5.355: 0378-F-07 Series 5213-Southeast Asia Briefing Map Keep latest revision
- D 5.356: 0378-E-21 to 34 Charts (listed in) Catalog of Maps...(Geographic Region) Keep
  latest revision
- D 5.359: 0379-A-12 Navigator Keep current year plus previous year

NATIONAL DEFENSE UNIVERSITY

- D 5.402: 0378-H-01 General Publications (various titles) Discard if revised
- D 5.411: 0378-H-02 Bibliographies and Lists of Publications Discard if revised
• D 5.414/3: 0378-H-06 National Defense University, DOD Computer Institute Course Information Keep latest of each title

DEFENSE LOGISTICAL AGENCY

• D 7.2: 0314-A General Publications (various titles) Discard if revised
• D 7.6: 0314-A Regulations, Rules, Instructions (various titles) Keep latest edition
D 7.6/4: 0314-A Handbooks, Manuals, Guides Discard if revised
D 7.6/6: 0314-A DLA Regulations Keep latest edition
D 7.6/7: 0314-A DLA Handbooks Keep latest edition
• D 7.6/7-2: 0314-A Defense Fuel Supply Center Handbooks (various titles) Keep latest edition
D 7.6/8: 0314-A DLA Manuals Keep latest edition
• D 7.9/2: 0314-A-08 Federal Supply Catalog... Keep latest edition
D 7.11/2: 0314-A Register of Planned Emergency Producers Keep latest edition
• D 7.43: 0314-A-18 Log Lines Keep latest year

DEFENSE TECHNICAL INFORMATION CENTER

• D 10.2: 0314-E General Publications (various titles) Discard if revised

NATIONAL GUARD BUREAU

• D 12.2: 0356 General Publications (various titles) Discard if revised
D 12.6: 0358 Regulations Keep latest edition
D 12.8: 0358 Pamphlets Keep latest edition
D 12.8/2: 0358 Technician Personnel Pamphlets Keep latest edition
D 12.9/2: 0358-A Air National Guard Register Keep latest edition
D 12.11: 0358-B Air National Guard (series) Keep current year
D 12.12: 0358-B-01 Army National Guard (series) Keep current year
- D 12.12/2: 0358-B-01 OKARNG Series Keep current year
- D 12.16: 0356-A Education Service Plan WI National Guard Keep latest edition
- D 12.17: 0358-B The National Guard Update (Air) Keep current year R
- D 12.17/2: 0358-B-01 The National Guard Update (Army) Keep current year R

DEPARTMENT OF THE ARMY

D 101.6: 0323 Regulations, Rules, Instructions Keep latest issues
- D 101.6/5: 0325-B Handbooks, Manuals, Guides (various titles) Discard if revised
D 101.6/7: 0325-B-07 TEC Lesson Keep latest edition
D 101.9: 0323 Army Regulations Keep latest issues
D 101.9/6: 0323 First Army Regulations Discard if revised
D 101.11: 0329 Technical Manuals (TM Series) Keep latest editions
D 101.15: 0322-A Supply Bulletins (SB Series) Keep latest issue
D 101.16: 0322-A Supply Catalogs (SC Series) Keep latest issue
D 101.20/2: 0324-A Army Training and Evaluation Program (ARTEP) Series Keep latest issue
D 101.22/5: 0322-A Supply and Maintenance Command (SMC) Pamphlets Discard if revised
D 101.22/6: 0327-K Military Traffic Management Command (MTMC) Pamphlets Discard if revised
D 101.24: 0324-B Training Circulars Keep latest edition
D 101.42/4: 0323-A-01 EurArmy Keep current year plus previous year
D 101.43: 0323-A Army Reserve Magazine Keep current year plus previous year
D 101.43/2: 0323-A RPI (series) Keep latest editions
D 101.47/3: 0325-C-01,02 (US Army Aviation Center Texts and Student Materials)
Keep latest edition
D 101.48: 0327-D ROTC Manuals Keep latest editions
D 101.60/7: 0329-B ARI Newsletter Keep current year plus previous year
• D 101.66/3: 0330-F MTMC Expediter Keep current year plus previous year
D 101.94/3: 0325-B-03 Army Management Engineering Training Activity: Course Catalog Keep latest edition
D 101.99: 0322-P CONUS Army Installations/Activities by Congressional District Keep latest edition
D 101.106/3: 0321-B-01 Recruiter Journal Keep current year plus previous year
D 101.118: 0327-E Officers' Call Keep current year plus previous year
D 101.118/2: 0327-E Commanders' Notes Keep current year plus previous year
D 101.118/3: 0327-E NCO Call Keep current year plus previous year
D 101.118/4: 0327-E Soldiers' Scene Keep current year plus previous year
D 101.120: 0325-M Directories Keep latest edition

CORPS OF ENGINEERS

• D 103.2: 0337 General Publications (various titles) Discard if revised
D 103.4: 0337-B-02 Circulars (EC Series) Keep latest edition
D 103.6/3: 0338-A Manuals (EM Series) Keep latest edition
D 103.6/4: 0341 Engineer Regulations Keep latest edition
• D 103.6/5: 0337-B Handbooks, Manuals, Guides (various titles) Discard if revised
D 103.8: 0340 Port Series Keep latest edition R
D 103.35/1: to /53: 0335-A-01 to 53 Water Resources Development in... (state name) Keep latest edition (Libraries should retain longer runs of the issues covering their own state or region)
D 103.66/7: 0337-B-14 Navigation Conditions for... Keep latest edition
D 103.71: 0334-D Corps of Engineers Officer Directory Keep latest edition

PUBLICATIONS RELATING TO ORDNANCE

• D 105.6/4: 0325-G U.S. Army Ordnance and Chemical Center and School: Job Aids Keep latest edition

QUARTERMASTER GENERAL OF THE ARMY

D 106.22: 0363-C Quartermaster School Correspondence Subcourses Keep latest editions

MILITARY ACADEMY WEST POINT

• D 109.2: 0354 General Publications (various titles) Discard if revised
D 109.12: 0354-B Handbooks, Manuals, Guides (various titles) Discard if revised
MILITARY HISTORY CENTER

- D 114.2: 0344 General Publications (various titles) Discard if revised

DEPARTMENT OF THE NAVY

- D 201.2: 0374 General Publications (various titles) Discard if revised
  D 201.6/10: 0373 Navy Contracting Directives Keep latest issues
  D 201.6/10-2: 0373 Navy Contracting Directives, Supplements Keep latest editions
- D 201.6/12: 0370-A Handbooks, Manuals, Guides (various titles) Discard if revised
  D 201.11: 0372 Navy Regulations Discard pages if revised
  D 201.25: 0370-C Navy Family Lifeline Keep current year plus previous year

JUDGE ADVOCATE GENERAL (NAVY)

- D 205.6/2: 0380-A Handbooks, Manuals, Guides (various titles) Discard if revised

MEDICINE AND SURGERY BUREAU

- D 206.6/3: 0385-B Handbooks, Manuals, Guides (various titles) Discard if revised
  D 206.7/A: 0385-D US Navy Medicine (separates) Superseded by D 206.7:
  D 206.8/2: 0385-B Manual of Medical Department Keep latest edition

NAVAL EDUCATION AND TRAINING COMMAND

- D 207.202: 0404-A-03 General Publications (various titles) Discard if revised
  D 207.208/2: to /7: 0404 (Navy training courses and materials) Keep latest editions

NAVAL MILITARY PERSONNEL COMMAND

- D 208.2: 0403 General Publications (various titles) Discard if revised
- D 208.6/3: 0403-A Handbooks, Manuals, Guides (various titles) Discard if revised
  D 208.12:, /2: & /3: 0405 (Registers of Commissioned and Warrant Officers, active, reserve and retired) Keep latest edition

NAVAL ACADEMY (USNA)

- D 208.102: 0391 General Publications (various titles) Discard if revised
  D 208.107: 0389 Annual Register Keep latest edition
  D 208.109: 0390-A Annapolis, USNA Catalog Keep latest edition
NAVAL FACILITIES ENGINEERING COMMAND

- D 209.14: 0418-A Handbooks, Manuals, Guides (various titles) Discard if revised
  D 209.14/2: 0418-A Design Manuals Keep latest edition R

NAVAL RESEARCH OFFICE

- D 210.2: 0407 General Publications (various titles) Discard if revised
- D 210.6/2: 0407-F Handbooks, Manuals, Guides (various titles) Discard if revised

NAVAL SEA SYSTEMS COMMAND

- D 211.2: 0412 General Publications (various titles) Discard if revised
  D 211.6/2:D 64/ 0412-B U.S. Navy Diving Manual Keep latest revision R

NAVAL SUPPLY SYSTEMS COMMAND

- D 212.6/3: 0415-B Handbooks, Manuals, Guides (various titles) Discard if revised

NAVAL OBSERVATORY

- D 213.2: 0397 General Publications (various titles) Discard if revised

U.S. MARINE CORPS

- D 214.2: 0383 General Publications (various titles) Discard if revised
  D 214.9: 0384 Marine Corps Manual Looseleaf. Discard pages if revised
  D 214.9/2: 0384 Handbooks, Manuals, Guides (various titles) Discard if revised
  D 214.9/3: 0384 Technical Manuals Keep most current of each
  D 214.23: 0384-A-06 Continental Marine Keep current year plus previous year
  D 214.23/2: 0384-A-04 Dixie Digest Keep current year plus previous year
  D 214.26: 0384-A-05 Crescent City Marine Keep current year plus previous year

MILITARY SEALIFT COMMAND

- D 216.2: 0388-B-02 General Publications (various titles) Discard if revised
DEPARTMENT OF THE AIR FORCE

- D 301.2: 0424 General Publications (various titles) Discard if revised
- D 301.6: 0425 Air Force Regulations Keep most current issues
- D 301.6:0-8/ 0425 Numerical Index of Specialty Training Standards Keep latest edition
- D 301.7: 0421 Air Force Manuals Keep latest edition
- D 301.8: 0422 Citizen Airman Keep current year plus previous year
- D 301.26/6: 0422-K Air University Publications Keep latest edition
- D 301.26/12: 0421-E-04 AFROTC textbooks Keep latest edition
- D 301.26/16: 0422-R-01 Air University Catalog Keep latest edition
- D 301.27: 0421 Air Weather Service Manuals Keep latest edition
- D 301.35: 0421-A Air Force Pamphlets Keep latest editions of each
- D 301.35/3: 0421-A Air Force System Command Pamphlets AFSCP Discard if revised
- D 301.35/6: to /9 0421-A; 0424-F-04 (Installation of Command Pamphlets) Keep latest edition
- D 301.45: 0422-B Air Force Systems Command Publications Keep latest editions
- D 301.45/14-2:09/ 0421 Numerical Index of AFSC Forms Keep latest edition
- D 301.62/2: 0424-I Bibliographies and Lists of Publications Keep latest edition
- D 301.72/2: 0424-I Bibliographies and Lists of Publications Keep latest edition
- D 301.72/2: 0421-C-03 Road and Rec Keep current year plus previous year
- D 301.80/2: 0424-B-18 General Catalog; MAC NCÖ Academy Keep latest edition
- D 301.104: to 104/7: 0424-B-16; 19-23 Directories Keep latest edition

JUDGE ADVOCATE GENERAL OF THE AIR FORCE

- D 302.8: 0427-D Handbooks, Manuals, Guides (various titles) Discard if revised

ADMINISTRATIVE SERVICES

- D 303.7: 0421-C-01 Air Force Register Keep latest edition

AIR FORCE ACADEMY (USAFA)

- D 305.2: 0425-A-01 General Publications (various titles) Discard if revised
- D 305.6/2: 0425-A-01 Handbooks, Manuals, Guides (various titles) Discard if revised
- D 305.8: 0425-A USAFA Catalog Keep latest edition
- D 305.8/3: 0425-A-11 Instructions to Applicants, Class of... Keep current year
- D 305.16: 0425-A-02 Contrails Keep latest edition only
DEPARTMENT OF ENERGY

- E 1.2: 0429-A General Publications (various titles) Discard if revised
- E 1.6: 0429-A-09 Regulations, Rules, Instructions Keep latest issue
- E 1.8: 0429-B Handbooks, Manuals, Guides (various titles) Discard if revised
- E 1.8/3: 0429-D Study Guides Discard if revised
- E 1.9: 0429-C Interdisciplinary Student/Teacher Materials in Energy, the Environment, and the Economy Discard if revised
- E 1.12: 0429-F Headquarters DOE Telephone Directory Keep latest issue
- E 1.12/2: 0429-F-01 Brookhaven National Laboratory Telephone Directory Keep latest issue
- E 1.12/3: 0429-F National Telephone Directory Keep latest issue
- E 1.13: 0429-G Bibliographies and Lists of Publications Discard if revised
- E 1.16: 0429-H Environment, DOE/EV (series) Discard if revised
- E 1.16/2: 0429-H Environmental Readiness Documents DOE/ERD (series) Discard if revised
- E 1.19/2: 0429-N Energy Related Laboratory Equipment Catalog Keep latest year
- E 1.25: 0429-T-01 Information Publications, DOE/OPA (series) Discard if revised
- E 1.26: 0429-T-02 Conservation and Solar Applications DOE/CS (series) Discard if revised
- E 1.28: 0429-T-04 Contractor Research and Development Reports Discard if revised
- E 1.30: 0429-T-07 Resource Applications, RA (series) Discard if revised
- E 1.35/2-3: 0429-T-14 Listing of Awardee Names, Active Awards (quarterly) Discard when annual directory published (E 1.35/2-7:)
- E 1.35/2-5: 0429-T-67 Listing of Awardee Names, Inactive Awards Discard when annual directory published (E 1.35/2-7:)
- E 1.35/2-6: 0429-N-03 Listing of Awardee Names, Retired Awards (annual) Discard when annual directory published (E 1.35/2-7:)
- E 1.35/2-7: 0429-N-02 Directory of Awardee Names (annual) Keep current year plus previous year
- E 1.38/3: 0429-P-05 Science Activities in Energy Discard if revised
- E 1.57: 0429-T-33 Factsheet, EDM-1043 (series) Discard if revised
- E 1.81: 0474-C-01 DOE/PE (Policy and Evaluation) (series) Discard if revised
- E 1.82: 0474-A-04 DOE/IA (International Affairs) (series) Discard if revised
- E 1.122/2: 0429-A-39 Forecast Contracting and Subcontracting Opportunities Keep current year plus previous year
FEDERAL ENERGY REGULATORY COMMISSION

- E 2.2: 0429-V-04 General Publications (various titles) Discard if revised
- E 2.6: 0429-V-07 Regulations, Rules, Instructions Keep latest edition
- E 2.8: 0429-L-04 Handbooks, Manuals, Guides (various titles) Discard if revised
- E 2.12: 0429-L-05 Telephone Directory Keep latest issue
- E 2.26: 0429-W Alphabetical List of Projects and Alphabetical List of Owners Projects Licensed, Exempted, and Applications Pending Keep current year plus previous year

ENERGY INFORMATION ADMINISTRATION

- E 3.2: 0429-T-11 General Publications (various titles) Discard if revised
- E 3.8: 0429-T-24 Handbooks, Manuals, Guides (various titles) Discard if revised
- E 3.11: 0435-E-10 Natural Gas Monthly Discard when superseded by Natural Gas Annual (E 3.11/2-2:)
- E 3.11/7-7: 0435-E-27 Coal Data: A Reference, DOE/EIA-0064 Keep latest edition
- E 3.27/4: 0429-T-49 EIA Publications, New Releases Keep current year plus previous year & annual updates
- E 3.27/7: 0429-X-18 EIA Directory of Electronic Products Keep latest issue
- E 3.33: 0435-E-08 Energy Information Directory Keep latest issue
ECONOMIC REGULATORY ADMINISTRATION

- E 4.2: 0429-L-01 General Publications (various titles) Discard if revised
- E 4.8: 0429-L Handbooks, Manuals, Guides (various titles) Discard if revised

BONNEVILLE POWER ADMINISTRATION

- E 5.2: 0606-A-01 General Publications (various titles) Discard if revised
- E 5.8: 0606-A-02 Handbooks, Manuals, Guides (various titles) Discard if revised

WESTERN AREA POWER ADMINISTRATION

- E 6.2: 0430-K-01 General Publications (various titles) Discard if revised
- E 6.8: 0430-K-02 Handbooks, Manuals, Guides (various titles) Discard if revised

SOUTHEASTERN POWER ADMINISTRATION

- E 8.8: 0430-K-06 Handbooks, Manuals, Guides (various titles) Discard if revised

DEPARTMENT OF EDUCATION

- ED 1.2: 0455-B-02 General Publications (various titles) Discard if revised
- ED 1.8: 0461-B-01 Handbooks, Manuals, Guides (various titles) Discard if revised
- ED 1.10/2: 0455-B-18 Guide to Department of Education Programs Keep latest edition
- ED 1.17: 0455-D Bibliographies and Lists of Publications Discard if revised R
- ED 1.23: 0461 FIPSE (publications) Discard if revised R
- ED 1.23/3: 0461 FIPSE, Innovative Projects for Student Community Service Keep latest edition R
- ED 1.23/4: 0461 FIPSE, Lectures Program Information and Application Materials Keep latest edition
- ED 1.23/7: 0461 FIPSE, Drug Programs in Higher Education, Information and Application Procedures for: The Institution Wide Program Competition Keep latest edition
• ED 1.23/9: 0461 FIPSE, Special Focus Competition: College-School Partnership to Improve Learning of Essential Academic Subjects, Kindergarten through College Keep latest edition
ED 1.29: 0455-A-03 Catalog of Federal Education Assistance Programs Keep latest edition R
ED 1.30/2: 0461-B-10 Directories Keep latest edition
ED 1.30/4: 0461-B-10 Directory of Services Keep latest edition
ED 1.32/4: 0461-B Handicapped Children's Early Education Program Keep latest edition R
• ED 1.33/2: 0461-D-06 Bi-Annual Professional Development Program Keep latest edition R
ED 1.34: 0461-B-03 Federal Assistance for Programs Serving the Handicapped Keep latest edition (This is excerpted from the Catalog of Federal Domestic Assistance PREX 2.20;)
• ED 1.38: 0455-F Accredited Postsecondary Institutions and Programs Keep latest edition R
ED 1.40/3: 0455-B-04 COL Series Discard if revised
ED 1.42: 0455-D Higher Education Opportunities for Minorities and Women, Annotated Selection Keep latest edition R
ED 1.45: 0461-B-01 Counselor's Handbook, a Federal Student Aid Reference Keep latest edition R
ED 1.45/2: 0455-B-06 The Pell Grant Formula Keep latest edition R
• ED 1.47: 0455-B-08 Regulations, Rules, Instructions Discard if revised R
ED 1.65: 0455-B-12 Numeric List of Educational Institutions Keep latest edition
ED 1.66: 0455-B-11 Alphabetic List of Lenders Keep latest edition
ED 1.67: 0455-B-11 Numeric List of Lenders Keep latest edition
ED 1.68: 0455-B-12 Alphabetic List of Educational Institutions Keep latest edition
ED 1.69/2: 0455-B-07 Application Development Guide Upward Bound Program for Program Year Keep latest edition
ED 1.72: 0455-B-14 Request for Proposal (series) Dated. Discard when expired
ED 1.73: 0455-B-15 Forms Discard if revised
ED 1.81: 0455-B-23 The Congressional Methodology Keep latest edition
NATIONAL CENTER FOR EDUCATIONAL STATISTICS

- ED 1.102: 0461-A-01 General Publications (various titles) Discard if revised
- ED 1.108: 0461-A-03 Handbooks, Manuals, Guides (various titles) Discard if revised
- ED 1.109/A: 0461-A-12 Condition of Education (separates) Reprinted from ED 1.109:
- ED 1.114: 0461-A-17 Bibliographies and Lists of Publications Discard if revised
- ED 1.121/3: 0461-A-15 College Costs, Basic Student Charges, 2-year and 4-year Institutions Keep latest edition

SPECIAL EDUCATION AND REHABILITATIVE SERVICES OFFICE

- ED 1.202: 0529 General Publications (various titles) Discard if revised
- ED 1.208: 0529-B Handbooks, Manuals, Guides (various titles) Discard if revised
- ED 1.209: 0506-C-05 Bibliographies and Lists of Publications Discard if revised
- ED 1.209/2: 0506-C-05 Catalog of Captioned General Interest Videos and Films Keep latest edition
- ED 1.209/2-2: 0506-C-05 Catalog of Educational Captioned Films/Videos for the Deaf Keep latest edition

EDUCATIONAL RESEARCH AND IMPROVEMENT OFFICE

- ED 1.302:P 94/5 0461-D-05 Programs and Plans of the National Center for Education Statistics Keep latest edition
- ED 1.308: 0455-G-04 Handbooks, Manuals, Guides (various titles) Discard if revised
- ED 1.317: 0455-G-06 Bibliographies and Lists of Publications Discard if revised
- ED 1.317/2: 0455-G-06 Recent Publications of the Department of Education in ERICAppear in ERIC Database. Keep current year plus previous year
- ED 1.321: 0455-G-09 Funding Opportunities at NIE: Grants Competitions and Requests for Proposals in Fiscal Year Keep latest edition
- ED 1.324: 0461-D-05 Request for Proposal Dated. Discard when expired
• ED 1.330: 0461-G Directories Keep latest edition

ELEMENTARY AND SECONDARY EDUCATION OFFICE

• ED 1.402: 0461-H General Publications (various titles) Discard if revised
• ED 1.408: 0461-B-02 Handbooks, Manuals, Guides (various titles) Discard if revised

ENVIRONMENTAL PROTECTION AGENCY

• EP 1.2: 0431-I-01 General Publications (various titles) Discard if revised
EP 1.6: 0431-I-56 Regulations, Rules, Instructions Discard if revised
EP 1.8: 0431-K Handbooks, Manuals, Guides (various titles) Discard if revised
• EP 1.8:H 99/ 0431-R Hyperventilate Keep latest edition R
EP 1.8/4-2: 0431-K-03 Economic Analysis of Pretreatment Standards Discard if revised
EP 1.8/4-3: 0431-K-08 Industrial Effluent Standards Discard if revised
EP 1.8/6: 0431-I-50 OAQPS Guidelines Series Discard if revised
EP 1.8/8: 0431-I-52 Water Quality Management Guidance Discard if revised
EP 1.17: 0431-I-07 Solid Waste Management Series SW Discard if revised R
EP 1.17/5: 0431-I-07 Reusable News Keep current year plus previous year
EP 1.21: 0431-I-09 Bibliographies and Lists of Publications Discard if revised
EP 1.23: 0431-I-11 Ecological Research Series Discard if revised
EP 1.32: 0431-I-17 EXPRO, Listing of Extramural Projects to be Funded Keep latest edition
EP 1.53/2: 0431-I-76 Air Quality Criteria Discard if revised
EP 1.67/A: 0431-I-66 EPA Journal Reprint Discard if EP 1.67: has been received
EP 1.94: 0431-K-09 Biology and Control of Insects and Related Pests Discard if revised
EP 1.99: 0431-J-10 Maps and Atlases Discard if revised
EP 1.101: 0431-J-06 Forms Discard if revised
EP 1.103: 0431-I-09 OSWER Training Course Catalog Keep latest edition

WATER PROGRAMS OPERATIONS OFFICE

EP 2.2: 0473-A-01 General Publications (various titles) Discard if revised
EP 2.6: 0473-A-13 Regulations, Rules, Instructions Discard if revised
EP 2.8: 0607-C Handbooks, Manuals, Guides (various titles) Discard if revised
EP 2.17: 0473-A-01 Inventory Municipal Waste Facilities, Cooperative State Reports
Keep latest edition
EP 2.29: 0473-A-12 Office of Water Operating Guidance and Accountability System
Keep current year
Keep current year

AIR QUALITY PLANNING STANDARDS OFFICE

EP 4.2: 0483-E-01 General Publications (various titles) Discard if revised
EP 4.8: 0483-E-02 Handbooks, Manuals, Guides (various titles) Discard if revised
EP 4.9: 0483-E Air Programs Office Publication Discard if revised
Keep latest edition
EP 4.17: 0483-E-14 Source Category Survey Discard if revised
Discard when update for title is received
EP 4.21: 0483-E-12 APTI (Air Pollution Training Institute) Keep latest issue
EP 4.23: 0483-E-17 National Air Toxics Information Clearinghouse Newsletter Keep current year plus previous year
EP 4.25: 0483-E Bibliographies and Lists of Publications Discard if revised
PREVENTION, PESTICIDE AND TOXIC SUBSTANCES OFFICE

- EP 5.2: 0473-B-01 General Publications (various titles) Discard if revised
- EP 5.8: 0473-B-02 Handbooks, Manuals, Guides (various titles) Discard if revised
- EP 5.8/2: 0473-B-02 Apply Pesticides Correctly, Guide for Commercial Applicators Discard if revised
- EP 5.15/2: 0473-B-07 TSCA Chemical Assessment Series Discard if revised
- EP 5.15/3: 0473-B-09 TSCA Economic Analysis Series Discard if revised
- EP 5.17: 0473-B-12 Pesticide Registration Standard Discard if revised
- EP 5.18: 0473-B-14 Toxic Integration Information Series Discard if revised R
- EP 5.20: 0473-B-15 Chemical Information Fact Sheets Discard if revised

RADIATION PROGRAMS OFFICE

- EP 6.8: 0498-C-03 Handbooks, Manuals, Guides (various titles) Discard if revised

TECHNOLOGY TRANSFER

- EP 7.2: 0473-C-01 General Publications (various titles) Discard if revised
- EP 7.8: 0473-C-03 Handbooks, Manuals, Guides (various titles) Discard if revised
- EP 7.8/2: 0473-C-03 Process Design Manual for (various titles) Discard if revised
- EP 7.9: 0473-C-02 Technology Transfer Keep current year plus previous year

WATER REGULATIONS AND STANDARDS OFFICE

- EP 8.8: 0473-F Handbooks, Manuals, Guides (various titles) Discard if revised

FINE ARTS COMMISSION

FA 1.2:H 62/ 0432 The Commission of Fine Arts: A Brief History... Keep latest edition

FEDERAL EMERGENCY MANAGEMENT AGENCY

- FEM 1.2: 0216-A-05 General Publications (various titles) Discard if revised
- FEM 1.6: 0216-A-13 Regulations, Rules, Instructions Discard if revised R
- FEM 1.8: 0216-A-07 Handbooks, Manuals, Guides (various titles) Discard if revised
- FEM 1.8/2: 0216-A-11 CPG (series) Discard if revised
- FEM 1.8/3: 0857-D-10 Handbooks, H (series) Discard if revised R
FEM 1.11: 0857-D-05 Leaflet, L (series) (numbered) Discard if revised R
FEM 1.13: 0320-B-09 HS (series) (numbered) Discard if revised R
• FEM 1.14: 0216-A-06 Telephone Directory Keep latest issue R
FEM 1.14/2: 0216-A-20 Directories Keep latest issue
FEM 1.17/2: 0216-A-12 Emergency Management Institute, Catalog of Courses Keep latest issue
FEM 1.17/3: 0216-A-12 National Fire Academy, Catalog of Resident Courses Keep latest issue
FEM 1.24: 0216-A-18 Bibliographies and Lists of Publications Discard if revised

FEDERAL INSURANCE ADMINISTRATION

• FEM 1.202: 0439-A-01 General Publications (various titles) Discard if revised
• FEM 1.208: 0594-E Handbooks, Manuals, Guides (various titles) Discard if revised
FEM 1.209/1: to /52: 0594-C-01 to 53 Flood Insurance Studies (various areas) Keep latest issue for each locality
FEM 1.210/2: to /52: 0594-C-01 to 50 National Flood Insurance Program Community Status Book Keep latest issue for each state

FEDERAL MARITIME COMMISSION

• FMC 1.2:D 62 0432-L-01 Directory of Key Officials. Federal Maritime Commission Discard if revised R
FMC 1.6: 0237 Regulations, Rules, Instructions Discard if revised
• FMC 1.6:P 88 0237 Rules of Practice and Procedure in Proceedings under the Shipping Act, 1916... and related acts with approved forms: effective January 1, 1975 Discard if revised R

FEDERAL TRADE COMMISSION

• FT 1.2: 0535 General Publications (various titles) Discard if revised
FT 1.5: 0539-A Laws Discard if revised
FT 1.7: 0538 Rules of Practice Discard if revised
• FT 1.8/2: 0537 Handbooks, Manuals, Guides (various titles) Discard if revised

GENERAL ACCOUNTING OFFICE

• GA 1.2: 0545 General Publications (various titles) Discard if revised
GA 1.5/A: 0544 Decisions of the Comptroller General of the U.S. (separates) Monthly issues superseded by bound (GA 1.5:)
GA 1.6/1: 0545-G-08 --Title 1, General Accounting Office Looseleaf. Keep latest edition
GOVERNMENT PRINTING OFFICE SUPERINTENDENT OF DOCUMENTS

- GP 1.2:F 31/ 0548 Institute for Federal Printing & Publishing Course Catalog Dated. Discard when expired
- GP 1.2:SE 1/ 0548 Seals & Other Devices in Use at the GPO Keep latest edition
- GP 1.23/4:B 96 0548 How to Do Business With the GPO Keep latest issue
- GP 1.23/4:D 44/ 0548 Guidelines for the Depository Library System Superseded by GP 3.29:D 44/993/SUPP.2 R
- GP 1.38: 0548-B Marketing Moves Keep latest issue
- GP 3.2:SU 7 0556-C Superseded List Keep latest edition R
- GP 3.8/7: 0557-C Monthly Catalog (CD-ROM) Keep latest issue
- GP 3.16/3-2: 0556-C Administrative NotesPaper superseded by annual microfiche cumulation. Keep current year plus previous year in paper
- GP 3.16/3-3: 0556-C Administrative Notes Technical SupplementPaper superseded by annual microfiche cumulation. Keep current year plus previous year in paper
- GP 3.17/5: 0556-A U.S. Government Information Keep latest issue
- GP 3.17/6: 0556-B New Products Keep latest issue
- GP 3.22/2: 0552-A Subject Bibliographies Keep latest issue of each number
• GP 3.22/3-2: 0552-B GPO New Sales Publications (supplement to PRF) Keep latest issue
• GP 3.22/3-3: 0552-B Exhausted GPO Sales Publications Reference File Keep latest issue
• GP 3.22/5: 0552-A Electronic Information Products Available by Special Order Keep latest issue
• GP 3.24: 0556-C List of Classes Keep latest issue
• GP 3.24/2: 0556-C Inactive or Discontinued Items Keep latest issue
• GP 3.26:D 44/ 0556-C Instructions to Depository Libraries Keep latest edition
• GP 3.29:C 28/ 0556-C GPO Cataloging Guidelines Keep latest edition
• GP 3.31: 0556-C Needs and Offers List Keep latest issue
• GP 3.32/2: 0556-C GPO Depository Union List of Item Selections Keep latest issue

GENERAL SERVICES ADMINISTRATION

• GS 1.2:C 76 0559 Forecast of GSA Contracting Opportunities Discard if revised
• GS 1.2:F 31 0559 Directory of Federal Information Centers Discard if revised
• GS 1.2:W 27 0559 Washington, D.C. Federal Buying Directory Discard if revised
• GS 1.5:G 29 0560 Basic Laws and Authorities of the General Services Administration Discard if revised
• GS 1.6/6: 0559-B Handbooks, Manuals, Guides (various titles) Discard if revised
• GS 1.6/6-2: 0558-A-01 Counseling Guides (numbered) Discard if revised
• GS 1.6/8-3: 0558-A-05 Federal Property Management Regulations, FPMR Discard if revised
• GS 1.6/9: 0559-D GSA Handbook (numbered) Discard if revised
• GS 1.6/10: 0559-K Federal Acquisition Regulation Keep latest edition. Superseded by information contained in GS 12.15/2: (CD-ROM)
• GS 1.15: 0559-A Summary Report on Real Property Owned by U.S. Throughout the World Keep latest edition
• GS 1.15/2: 0559-A Inventory Report of Real Property Leased By the U.S. Throughout the World Keep latest edition
• GS 1.15/4: 0559-A Detailed Listing of Real Property Owned by the U.S. & Used by the Civil Agencies Throughout the World Keep latest edition
• GS 1.15/4-2: 0559-A Detailed Listing of Real Property Owned by the U.S. & Used by the Department of Defense for Military Functions Throughout the World Keep latest edition
• GS 1.15/5: 0559-A-01 U.S. Real Property Sales List Keep latest edition
GS 1.26: 0559-E GSA Training Center Interagency Catalog and Schedule Keep latest edition
GS 1.26/2: 0559-G GSA Training Center, Interagency Training Program (various subjects) Keep latest edition
GS 1.28: 0559-F List of Parties Excluded from Federal Procurement or Nonprocurement Programs Keep latest edition R
  - GS 1.30: 0559-E-01 Directory of Academic Procurement and Related Programs and Courses Keep latest edition
  - GS 1.31: 0559-E-02 GSA Subcontracting Directory Keep latest edition

FEDERAL SUPPLY SERVICE

  - GS 2.2: 0564 General Publications (various titles) Discard if revised
  - GS 2.6/3: 0564-A Handbooks, Manuals, Guides (various titles) Discard if revised
  - GS 2.7/4: 0564-B Federal Supply Schedule (by group) Keep latest edition (of each group)
GS 2.7/6: 0564-B Multiple Award Federal Supply Schedule Keep latest edition
GS 2.8: 0563 Federal Specifications Looseleaf. Discard pages if revised. NOTE: Keep each specification and its amendments; discard as directed by cancellation notice, but keep the notice
GS 2.8/2: 0565 Index of Federal Specifications and Standards Keep latest edition
GS 2.8/3: 0563 Federal Standards Looseleaf. Discard pages if revised
  - GS 2.8/3-2: 0563-A Military Specifications Discard pages if revised R
  - GS 2.8/7: 0563 Federal Test Method Standards (various titles) Keep latest edition R
GS 2.10/6: 0565-B GSA Supply Catalog Keep latest edition
GS 2.10/6-3: 0565-B GSA Supply Catalog Change Bulletin Keep latest issue. Updates
  - GS 2.10/6: Watch inclusive dates
  - GS 2.10/6-4: 0565-B Supply Catalog Price List Keep latest edition
GS 2.16: 0558-A-02 Consumer Information Series Discard if revised R
GS 2.22:N 42 0546-B New Item Introductory Schedule Keep latest edition and supplements

PUBLIC BUILDINGS SERVICE

  - GS 6.2: 0579 General Publications (various titles) Discard if revised
  - GS 6.6/2: 0580 Handbooks, Manuals, Guides (various titles) Discard if revised

CONSUMER INFORMATION CENTER

  - GS 11.2:EL 2/ 0580-B-03 Electronic Access to the Consumer Information Center Keep latest edition
  - GS 11.9: 0580-B Consumer Information Catalog Keep latest edition
  Keep current year R

INFORMATION RESOURCES MANAGEMENT SERVICE

- GS 12.2: 0580-C-02 General Publications (various titles) Discard if revised
- GS 12.9: 0580-C-01 Automated Data Processing Activities Summary in the U.S. Keep latest edition R
- GS 12.10/2: 0853-B Federal ADP & Telecommunications Standards Keep latest edition R
- GS 12.11: 0580-C-02 New Way of Saving (series) Discard if revised
- GS 12.12: 0580-C-03 Telephone Directory, Central Office and Regions Keep latest issue
- GS 12.12/2: 0580-C-03 FTS (Directories for Various Areas) Keep latest edition
- GS 12.14/2-2: 0580-C-05 Federal Software Exchange Catalog, supplementUpdates GS 2.14:

- HEALTH AND HUMAN SERVICES DEPARTMENT

HE 1.2: 0455 General Publications (various titles) Discard if revised
HE 1.18/4: 0444-L-01 Human Services, Bibliography Series Discard if revised R
HE 1.28: 0444-H Telephone Directory Keep latest issue

CONSUMER AFFAIRS OFFICE

- HE 1.502: 0857-I-05 General Publications (various titles) Discard if revised
• HE 1.508: 0857-I-02 Handbooks, Manuals, Guides (various titles) Discard if revised

SOCIAL SECURITY ADMINISTRATION

HE 3.2: 0516 Social Security Pamphlets Discard if revised
• HE 3.6/3: 0515-C Handbooks, Manuals, Guides (various titles) Discard if revised
HE 3.19/2: 0516-F Actuarial Notes Keep current year plus previous year R
HE 3.44: 0523-A Social Security RulingsQuarterly issues superseded by annual (HE 3.44/2:); Annual superseded by quinquennial cumulation
HE 3.51/5: 0515-A Directory of Medicare Providers and Suppliers Keep latest edition

PUBLIC HEALTH SERVICE

• HE 20.2: 0485 General Publications (various titles) Discard if revised
HE 20.8: 0496-A Handbooks, Manuals, Guides (various titles) Discard if revised
HE 20.13: 0483-I CCPM Pamphlets Discard if revised
• HE 20.32: 0483-A-16 Parklawn Training Center Training Catalog Dated. Discard when expired
• HE 20.35: 0485-D Forms Discard if revised
• HE 20.38: 0485-G Fact Sheet (series) Discard if revised R
• HE 20.39: 0483-L-04 Directories Keep latest edition

PRESIDENT'S COUNCIL ON PHYSICAL FITNESS AND SPORTS

• HE 20.102: 0484-D-03 General Publications (various titles) Discard if revised
• HE 20.108:Y 8 0484-D-03 Youth Physical Fitness Keep latest edition
• HE 20.112: 0484-D-04 Bibliographies and List of Publications Keep latest edition R

INDIAN HEALTH SERVICE

• HE 20.310/2: 0486-M-01 IHS Directory Keep latest edition (formerly HE 20.9412/2:)
• HE 20.317: 0486-S-01 Scholarship Program Keep latest edition (formerly HE 20.9418:)

SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION

• HE 20.419: 0497-D-19 NCADI Publications Catalog Keep latest edition R
NATIONAL INSTITUTES OF HEALTH

- HE 20.3002: 0507 General Publications (various titles) Discard if revised
- HE 20.3008: 0507-H Handbooks, Manuals, Guides (various titles) Discard if revised
- HE 20.3009: 0506-A NIH Publications List Keep latest issue
- HE 20.3010: 0507 Current Clinical Studies and Patient Referral Procedure (series) Discard if revised
- HE 20.3015: 0507-A-24 Medical Staff Fellowship Program at the National Institutes of Health Keep latest edition
- HE 20.3015/2: 0507-A-44 Summer Research Fellowship Program at the National Institutes of Health Keep latest edition
- HE 20.3015/3: 0506-A-19 Summer Jobs at NIH Catalog Dated. Discard when expired
- HE 20.3018: 0506-A-13 Medicine for the Public (series) Discard if revised
- HE 20.3031: 0506-P New Grants and Awards Keep current year
- HE 20.3034: 0508-P New Grants and Awards Keep current year
- HE 20.3037: 0506-A-16 Telephone and Service Directory Keep latest issue
- HE 20.3038: 0506-H The Search for Health Discard if revised
- HE 20.3042: 0506-A-43 Clinical Electives for Medical and Dental Students at the National Institutes of Health, Catalog Keep latest edition
- HE 20.3057: 0506-A-24 The Bear Essentials Keep current year plus previous year
- HE 20.3060: 0506-A-19 NIH Training Center Catalog and Calendar Dated. Discard when expired
- HE 20.3062: 0507-A-54 Fact Sheet, National Institute of Health Discard if revised

NATIONAL CANCER INSTITUTE

- HE 20.3152: 0507-G-02 General Publications (various titles) Discard if revised
- HE 20.3158: 0507-G-06 Handbooks, Manuals, Guides (various titles) Discard if revised
- HE 20.3166: 0507-V NC1 Research Reports Discard if revised
- HE 20.3168/3: 0507-G-02 National Cancer Program: Publications Discard if revised
HE 20.3169: 0507-G-02 Progress Against (various cancer diseases) Discard if revised
HE 20.3180: 0507-G-34 NCI Investigational Drugs, Pharmaceutical Data Keep latest edition
HE 20.3180/2: 0506-G-34 NCI Investigational Drugs, Chemical Information Keep latest edition
• HE 20.3182: 0507-G-37 Fact Sheet/Cancer Facts (series) Keep current year plus previous year
HE 20.3182/3: 0507-G-37 Update (various topics) Keep current year plus previous year
HE 20.3182/5: 0507-G-37 NIH Almanac Update Superseded by NIH Almanac (HE 20.3016:)
HE 20.3182/7: 0507-G-37 Fact Sheet Keep current year plus previous year
• HE 20.3183: 0507-G-03 Publications List for the Public and Patients Keep latest issue
HE 20.3183/2: 0507-G-03 Publications List for Health Professionals Keep latest edition
• HE 20.3188: 0507-G-43 Directories Keep latest edition

NATIONAL HEART, LUNG, AND BLOOD INSTITUTE
• HE 20.3202: 0507-E-01 General Publications (various titles) Discard if revised
• HE 20.3208: P 56 0507-E-02 Guidelines for Physiochemical Characterization of Biomaterials Discard if revised
• HE 20.3218: 0507-E-01 Fact Sheets (various subjects) Keep latest of each

NATIONAL INSTITUTE OF ALLERGY AND INFECTIOUS DISEASES
• HE 20.3252: 0505-A-01 General Publications (various titles) Discard if revised

NATIONAL INSTITUTE OF ARTHRITIS, DIABETES, AND DIGESTIVE AND KIDNEY DISEASES
• HE 20.3302: 0507-A-25 General Publications (various titles) Discard if revised
• HE 20.3323: 0505-B Digestive Diseases Clearinghouse Fact Sheets Keep latest of each

NATIONAL INSTITUTE OF CHILD HEALTH AND HUMAN DEVELOPMENT
• HE 20.3352: 0506-D-02 General Publications (various titles) Discard if revised
• HE 20.3361: 0506-D-03 Bibliographies and Lists of Publications Keep latest edition

NATIONAL INSTITUTE OF DENTAL RESEARCH
• HE 20.3402: 0507-O-01 General Publications (various titles) Discard if revised
• HE 20.3415: 0497-C-12 Fact Sheet (series) Discard if revised
NATIONAL INSTITUTE OF GENERAL MEDICAL SCIENCES

- HE 20.3452: 0497-C-01 General Publications (various titles) Discard if revised
- HE 20.3468: 0497-C-10 NIGMS Training Grants Keep latest edition R

NATIONAL INSTITUTE OF NEUROLOGICAL & COMMUNICATIVE DISORDERS & STROKE

- HE 20.3502: 0507-L-02 General Publications (various titles) Discard if revised
- HE 20.3513: 0507-L-04 Bibliographies and Lists of Publications Discard if revised R

NATIONAL LIBRARY OF MEDICINE

- HE 20.3602: 0508-D General Publications (various titles) Discard if revised
- HE 20.3608: 0508-K Handbooks, Manuals, Guides (various titles) Discard if revised
- HE 20.3609/2: 0508-J NLM Current Catalog Cumulative Listing Superseded by HE 20.3609/3:
- HE 20.3612: 0508-E Index Medicus Monthly issues superseded by Cumulated Index Medicus (HE 20.3612/3:); January issue of monthly edition and the first volume of cumulated edition contain 2 separate sections: Medical subject headings list of journals indexed; Bibliography of medical reviews contained in each monthly issue and the cumulated edition
- HE 20.3612/2: 0508-E-01 Abridged Index Medicus Entries contained in Index Medicus
- HE 20.3612/3-3: 0508-E-05 Permut Medical Subject Headings Keep latest edition
- HE 20.3612/3-4: 0508-E-05 Medical Subject Headings - Annotated Alphabetic List Keep latest. Note: Medical libraries and MEDLINE users may want to consider keeping previous editions
- HE 20.3612/3-5: 0508-E-05 Medical Subject Headings-Tree Structures Keep latest edition
- HE 20.3612/3-6: 0508-E-05 Medical Subject Headings-Tree Annotations Keep latest edition
- HE 20.3612/3-7: 0508-E-06 Medical Subject Headings-Supplementary Chemical Records Keep latest edition
- HE 20.3612/4: 0508-E-03 List of Journals Indexed in Index Medicus. (Also issued as Part 2 of the January issue of Index Medicus and in the first volume of Cumulated Index Medicus) Discard if Index Medicus is selected; retain latest issue only
- HE 20.3614/3: 0508-H-06 Health Science Serials Keep latest issue
- HE 20.3615: 0508-F Bibliography of the History of Medicine Annual superseded by quinquennial
- HE 20.3618/2: 0508-J List of Serials Indexed for Online Users Keep latest edition
- HE 20.3619: 0508-F-01 National Library of Medicine News Keep current year plus previous year R
HE 20.3619/2: 0508-F-01 Catalog of Publications, Audiovisuals and Software Keep current year plus previous year
- HE 20.3621: 0508-L National Library of Medicine Fact Sheet Discard if revised

FOOD AND DRUG ADMINISTRATION

HE 20.4002: 0475 General Publications (various titles) Discard if revised
HE 20.4005: 0475-B Laws Discard if revised
- HE 20.4008: 0475-G Handbooks, Manuals, Guides (various titles) Discard if revised
HE 20.4010/ A: 0475-H-01 FDA Consumer (separates) Separates superseded by same article in full issue (HE 20.4010:)
HE 20.4014: 0478-E Interstate Certified Shellfish Shippers List Keep latest year only
- HE 4016/2: 0478-G Catalog of Courses and Training Materials Dated. Discard when expired
HE 20.4036/2: 0494-B-11 Parklawn Computer Center, Computer Training Courses Dated. Discard when expired
HE 20.4037: 0494-B-08 Food and Drug Administration Location Directory Keep latest edition
HE 20.4037/2: 0494-B-08 Directory of State Officials Keep latest edition
- HE 20.4037/3: 0494-B-12 Directories Keep latest edition
HE 20.4040: 0478-B FDA Technical Bulletins Discard if revised
HE 20.4042: 0478-C Establishments and Products Licensed Under Section 351 of the Public Health Service Act Keep latest edition

CENTER FOR VETERINARY MEDICINE

- HE 20.4402: 0499-D-02 General Publications (various titles) Discard if revised

CENTER FOR FOOD SAFETY AND APPLIED NUTRITION

- HE 20.4502: 0495-B-01 General Publications (various titles) Discard if revised
- HE 20.4508: 0495-B-02 Handbooks, Manuals, Guides (various titles) Discard if revised

NATIONAL CENTER FOR DEVICES AND RADIOLOGICAL HEALTH

- HE 20.4602: 0499-L-07 General Publications (various titles) Discard if revised
- HE 20.4606: 0499-L-04 Regulations, Rules, Instructions (various titles) Discard if revised
- HE 20.4606/2: 0499-L-12 Regulations for the Administration and Enforcement of the Radiation Control for Health and Safety Act of 1968 Discard if revised
- HE 20.4608: 0499-L-08 Handbooks, Manuals, Guides (various titles) Discard if revised
HE 20.4610: 0499-L-05 Radiological Health Training Resources Keep latest edition R
HE 20.4611: 0498-B-16 Radiological Health Quality Assurance (series) Discard if revised R
HE 20.4612/2: 0498-B-14 DRH Bulletin, Medical Devices Keep current year plus previous year
HE 20.4614: 0499-L-09 SMA (Small Manufacturers Assistance) Memo Keep current year plus previous year R
HE 20.4615: 0498-B-15 Radiation Recommendations (series) Discard if revised R

CENTER FOR BIOLOGICS EVALUATION AND RESEARCH

- HE 20.4702: 0499-T General Publications (various titles) Discard if revised
- HE 20.4715: 0499-K-03 Approved Drug Product with Therapeutic Equivalence Evaluations Discard if revised

NATIONAL CENTER FOR HEALTH STATISTICS

- HE 20.6202: 0508 General Publications (various titles) Discard if revised
- HE 20.6208: 0509 Handbooks, Manuals, Guides (various titles) Discard if revised
- HE 20.6208/4: 0509 Instruction Manual Part 2e, Nonindexed terms, Standard Abbreviations, and State Geographic Codes Used in Mortality Data Classification Keep latest edition of each revision of the ICD (HE 22.41:)
- HE 20.6208/4-3: 0509 Instruction Manual Part 2b, Instructions for Classifying Multiple Causes of Death Keep latest edition of each revision of the ICD
- HE 20.6208/4-4: 0509-D Instruction Manual Part 2a, Instructions for Classifying the Underlying Cause of Death Keep latest edition of each revision of the ICD
- HE 20.6208/4-7: 0509-D Instruction Manual Part 2g, Data Entry Instructions for the Mortality Medical Indexing, Classification, and Retrieval System (MICAR) Keep latest edition of each revision of the ICD
- HE 20.6208/4-8: 0509-D Instruction Manual Part 2h, Dictionary of Valid Terms for the Mortality Medical Indexing, Classification, and Retrieval System (MICAR) Keep latest edition of each revision of the ICD
- HE 20.6208/5: 0509 Instruction Manual Part 4, Demographic Classification and Coding Instructions for Death Records Keep latest edition of each revision of the ICD
- HE 20.6208/6: 0509 Instruction Manual Part 3a, Classification and Coding Instructions for Live Birth Records Keep latest edition of each revision of the ICD
- HE 20.6208/6-2: 0509 Instruction Manual Part 3b, Classification and Coding Instructions for Fetal Death Records Keep latest edition of each revision of the ICD
- HE 20.6208/7: 0509 Instruction Manual Part 6, Classification and Coding Instructions for Marriage Records Keep latest edition of each revision of the ICD
- HE 20.6208/8: 0509 Instruction Manual Part 10, Classification and Coding Instructions
for Induced Termination of Pregnancy Records Keep latest edition of each revision of the ICD
HE 20.6208/10: 0509-D Instruction Manual Part 7, Classification and Coding Instructions for Divorce Records Keep latest edition of each revision of the ICD
• HE 20.6208/16: 0509-D Instruction Manual Part 18, Guidelines for Implementing Field and Query Programs for Registration of Births and Deaths Keep latest edition of each revision of the ICD
• HE 20.6209/3: 0500-E Advance Data from the Vital and Health Statistics Separate preprints superseded by cumulative issues (formerly under HE 20.6209:16/)
• HE 20.6210/A: 0510 Vital Statistics of U. S. (separates) Separates superseded by cumulative bound volumes
HE 20.6216/3: 0508-G Publication Notes Dated. Keep current year plus previous year
HE 20.6216/4: 0508-G Catalog of Publications of the National Center for Health Statistics (previously classed as HE 20.6216:C 28/s) Keep latest cumulation. Watch inclusive dates
HE 20.6217: 0508-B Monthly Vital Statistics Superseded by
HE 20.6210: Some topical supplements not superseded
• HE 20.6228: 0508-G-03 Directories Keep latest edition

HEALTH CARE POLICY AND RESEARCH AGENCY

• HE 20.6502: 0507-I-01 General Publications (various titles) Discard if revised
HE 20.6509: P 96/ 0491-B-10 NCHSR Publications Discard if revised
HE 20.6512/5: 0491-B-13 NCHSR Research Activities Keep current year plus previous year
HE 20.6514: 0491-B-17 Provider Studies Research Notes Discard if revised R

CENTERS FOR DISEASE CONTROL

• HE 20.7002: 0504 General Publications (various titles) Discard if revised
• HE 20.7008: 0505-A Handbooks, Manuals, Guides (various titles) Discard if revised
HE 20.7008/2: 0505-A CDC Lab Manuals Discard if revised
HE 20.7021: 0504-C Homestudy Course: Community Hygiene (series) Discard if revised
HE 20.7021/3: 0504-C Homestudy Course: Principles of Epidemiology (series) Discard if revised
HE 20.7021/3-2: 0504-C Homestudy Course: Manuals (series) Discard if revised
HE 20.7021/4: 0504-C Homestudy Course: Waterborne Disease Control (series) Discard if revised
HE 20.7021/5: 0504-C Homestudy Course: Basic Mathematics (series) Discard if revised
HE 20.7021/8: 0504-C Homestudy Course: Community Health Analysis-I (series) Discard if revised
HE 20.7021/10: 0504-C Homestudy Course: Environmental Protection (series) Discard if revised
HE 20.7024: 0504 Teenage Health Teaching Modules Discard if revised R
HE 20.7025: 0504-D EIS (Epidemic Intelligence Service and Bureau of Epidemiology) Directory Keep latest edition R
HE 20.7026: 0504-F Memorandum Series Discard if revised R
HE 20.7030: 0504-C Module (series) Discard if revised
HE 20.7033: 0504-H Computer Training Courses Dated. Discard when expired

NATIONAL INSTITUTE FOR OCCUPATIONAL SAFETY AND HEALTH

- HE 20.7102: 0499-F-02 General Publications (various titles) Discard if revised
- HE 20.7108: 0499-F-03 Handbooks, Manuals, Guides (various titles) Discard if revised
HE 20.7108/2: 0499-F-05 NIOSH Health and Safety Guides for (various businesses) Discard if revised R
HE 20.7110/2: 0494-D-04 Recommended Standards Discard if revised R
HE 20.7111/3: 0499-F-12 NIOSH Surveillance Reports Discard if revised R
HE 20.7115: 0499-F-08 Current Intelligence Bulletin Separate preprints superseded by cumulative issues
HE 20.7117/2: 0499-F-10 NIOSH Worker Bulletin (series) Discard if revised
HE 20.7128: 0499-F-17 NIOSH Schedule of Courses Dated. Discard when expired

CENTER FOR PREVENTION SERVICES

- HE 20.7302: 0494-K-01 General Publications (various titles) Discard if revised
- HE 20.7308: 0494-K-04 Handbooks, Manuals, Guides (various titles) Discard if revised
HE 20.7315/2: 0494-K-08 Summary of Health Information for International Travel Keep current year plus previous year

CENTER FOR ENVIRONMENTAL HEALTH & INJURY CONTROL

- HE 20.7511: 0494-L-05 Summary of Sanitation Inspection of International Cruise Ships Keep current year plus previous year R
NATIONAL CENTER FOR CHRONIC DISEASE PREVENTION AND HEALTH PROMOTION


CENTER FOR INFECTIOUS DISEASES

- HE 20.7808: 0504-K Handbooks, Manuals, Guides (various titles) Discard if revised

TOXIC SUBSTANCES AND DISEASE REGISTRY AGENCY

- HE 20.7916: 0504-T Fact Sheets Discard if updated or revised

SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION

- HE 20.8012: 0497-D-05 Bibliographies and Lists of Publications Discard if revised R
- HE 20.8026: 0497-D-06 SAMHSA News Keep current year plus previous year R
- HE 20.8028: 0497-D-06 CSAP Healthy Delivery Keep current year R

NATIONAL INSTITUTE OF MENTAL HEALTH

- HE 20.8102: 0507-B-05 General Publications (various titles) Discard if revised
- HE 20.8108: 0507-B-10 Handbooks, Manuals, Guides (various titles) Discard if revised
- HE 20.8109/ A: 0507-Z-01 Psychopharmacology Bulletin (separates) Superseded by HE 20.8109:
  HE 20.8113/3: 0507-B-09 Publications from the National Institute of Mental Health Keep latest edition
- HE 20.8115/ A: 0507-B-07 Schizophrenia Bulletin (separates) Superseded by HE 20.8115:
- HE 20.8125: 0507-B-35 Primary Prevention Publications Series Discard if revised R
- HE 20.8128: 0507-B-30 Plain Talk About (various subjects) Keep latest edition R

NATIONAL INSTITUTE ON DRUG ABUSE

- HE 20.8211: 0467-A-03 General Publications (various titles) Discard if revised
  HE 20.8217/2: 0467-A-07 Treatment Research Monograph Series Discard if revised R
  HE 20.8217/4: 0467-A-07 NIDA Notes Keep current year plus previous year R
  HE 20.8228: 0467-A-20 Drug Abuse Prevention Monograph Series Discard if revised R
HEALTH RESOURCES AND SERVICES ADMINISTRATION

- HE 20.9002: 0517-H-17 General Publications (various titles) Discard if revised
- HE 20.9009: 0507-H-16 Bibliographies and Lists of Publications Discard if revised R
- HE 20.9016: 0507-H-20 A Profile Keep current year plus previous year R
- HE 20.9017: 0507-H-21 The Recruiter, a Newsletter for the Health Professional Recruiter Keep current year plus previous year R

PRIMARY HEALTH CARE BUREAU

- HE 20.9102: 0532-E-10 General Publications (various titles) Discard if revised
- HE 20.9110/2: 0532-E-13 National Health Service Corps Scholarship Program Applicant Information Bulletin Dated. Discard when expired
- HE 20.9110/6: 0532-E-13 National Health Service Corps Information Bulletin, Private Practice Option Keep current year
- HE 20.9110/7: 0532-E-13 National Health Service Corps Information Bulletin, Private Practice Startup Loan Program Keep current year
- HE 20.9110/8: 0532-E-13 National Health Service Corps Information Bulletin, Private Practice Loan Program for Former Corps Members Keep current year
- HE 20.9110/9: 0532-F NHSC in Touch Keep current year

MATERNAL AND CHILD HEALTH AND RESOURCES DEVELOPMENT BUREAU

- HE 20.9202: 0486-A-10 General Publications (various titles) Discard if revised

BUREAU OF HEALTH PROFESSIONS

- HE 20.9302: 0507-J-01 General Publications (various titles) Discard if revised
- HE 20.9308: 0507-J-05 Handbooks, Manuals, Guides (various titles) Discard if revised
- HE 20.9309: 0507-J-02 Bibliographies and Lists of Publications Discard if revised R
- HE 20.9315: 0507-J-16 Health Workforce Newslink Keep current year R

HEALTH CARE FINANCING ADMINISTRATION

- HE 22.2: 0512-A-01 General Publications (various titles) Discard if revised
- HE 22.8: 0512-A-03 Handbooks, Manuals, Guides (various titles) Discard if revised
- He 22.18/A: 0512-A-10 Health Care Financing Review (separates) Superseded by HE 22.18:
• HE 22.14: 0512-A-08 HCFA Communications Directory Keep latest issue
• HE 22.19/3: 0512-A-13 Health Care Financing: Grants for Research and Demonstration, Fiscal Year Keep latest issue
• HE 22.19/5: 0512-A-18 Health Care Financing (series) Keep latest revised
• HE 22.22: 0512-A-19 Bibliographies and Lists of Publications Discard if revised
• HE 22.32: 0512-A-32 Forms Discard if revised
• HE 22.32/2: 0512-A-32 HCFA Forms Information Catalog Keep current year
• HE 22.41: 0512-A-01 The International Classification of Diseases, 9th Revision, Clinical Modification Keep latest edition and latest addendum
• HE 22.43: 0512-A-57 HCFA Health Watch (series) Keep current year

MEDICAID BUREAU

• HE 22.102: 0512-C General Publications (various titles) Discard if revised
• HE 22.114: 0512-C-02 Directories Keep latest edition

HEALTH STANDARDS AND QUALITY BUREAU

• HE 22.202: 0499-J-01 General Publications (various titles) Discard if revised
• HE 22.208: 0512-A-07 Handbooks, Manuals, Guides Discard if revised
• HE 22.211: 0499-J-02 Bibliographies and Lists of Publications Discard if revised

PROGRAM OPERATIONS BUREAU

• HE 22.412: 0499-A-01 Bibliographies and Lists of Publications Discard if revised

DATA MANAGEMENT AND STRATEGY BUREAU

• HE 22.508: 0499-S General Publications (various titles) Discard if revised
• HE 22.508/2: 0499-S Health Care Financing Administration Information Systems Development Guide Discard if revised
HUMAN DEVELOPMENT SERVICES OFFICE

- HE 23.2: 0529-B-06 General Publications (various titles) Discard if revised
- HE 23.8: 0529-B-07 Handbooks, Manuals, Guides (various titles) Discard if revised
- HE 23.9: 0529-B-05 Bibliographies and Lists of Publications Discard if revised
- HE 23.11: 0529-A-02 OHDS Telephone Directory Keep latest issue

CHILDREN, YOUTH, AND FAMILY ADMINISTRATION

- HE 23.1011: 0499-M Bibliographies and Lists of Publications Discard if revised
- HE 23.1015: 0530-B-07 Domestic Violence Information Series Discard if revised
- HE 23.1015/2: 0530-B-07 Domestic Violence Monograph Series Discard if revised
- HE 23.1016: 0530-B-08 Forms Discard if revised

HEAD START BUREAU

- HE 23.1102: 0499-G-02 General Publications (various titles) Discard if revised
- HE 23.1111: 0499-G-04 Bibliographies and Lists of Publications Discard if revised
- HE 23.1113: 0499-G-06 Directories Keep latest edition

CHILDREN'S BUREAU

- HE 23.1215: 0445-L-06 Directories Keep latest edition

CHILD SUPPORT ENFORCEMENT OFFICE

- HE 24.2: 0524-A-01 General Publications (various titles) Discard if revised

HOUSING AND URBAN DEVELOPMENT DEPARTMENT

- HH 1.2: 0582 General Publications (various titles) Discard if revised
- HH 1.6/3: 0582-E Handbooks, Manuals, Guides (various titles) Discard if revised
- HH 1.43/2: 0582-S Fact Sheets (various topics) Discard if revised
- HH 1.69: 0581-E-19 HUD Solar Status Keep current year plus previous year
- HH 1.92: 0581-E-33 Telephone Directory Keep latest issue
- HH 1.99/2-2: 0582-T Survey of Mortgage Lending Activity State Estimates Keep current year plus previous
- HH 1.99/6: 0582-T News Releases Keep one year
• HH 1.120: 0582-X HUD Wellness Newsletter Keep one year

INTERIOR DEPARTMENT

I 1.1/7-2: 0600-C OIG Highlights Keep current year plus previous year

• I 1.2: 0603 General Publications (various titles) Discard if revised

I 1.69/A: 0602-A Decisions of the Dept. of the Interior Separate preprints superseded by bound cumulative edition (I 1.69:)

I 1.69/2: 0602-C Decisions of Dept. of Interior Index-Digest Semiannual issues superseded by annual quinquennial and decennial cumulations

I 1.72: 0601 Conservation Bulletins Discard if revised

I 1.73/2: 0603-D Personnel Management Publications Discard if revised

• I 1.77: 0604 Regulations, Rules, Instructions Discard if revised

• I 1.77/2: 0603-B Handbooks, Manuals, Guides (various titles) Discard if revised

I 1.84: 0603-E Indian Arts and Crafts Board: Publications Discard if revised

I 1.84/3: 0603-E Indian Arts and Crafts Board: Source Directory Keep latest edition

I 1.86: 0601-C Telephone Directory Keep latest issue

GEOLOGICAL SURVEY

• I 19.2: 0621 General Publications (various titles) Discard if revised


• I 19.15/3: 0619-F Handbooks, Manuals, Guides (various titles) Discard if revised

I 19.41/6-2: 0619-M-01 to 0619-M-53 Catalog of Topographic and Other Published Maps (by state) Discard if revised

• I 19.41/6-3: 0619-M-01 to 0619-M-53 Index to Topographic and Other Map Coverage (by state) Discard if revised

I 19.41/7: 0619-G List of Geological Survey Geologic and Water-Supply Reports and Maps for (various states) Discard if revised


I 19.42/4: 0624-B Water Resources Investigations Keep latest editions

I 19.79: 0619-G-01 Maps and Posters Discard if revised

• I 19.80: 0619-G-02 National Mapping Program (various titles) Discard if revised

I 19.81: 0619-M-01 to 0619-M-53 7.5' Series (states) Discard if revised

I 19.81/2: 0619-M-01 to 0619-M-53 1:50,000 Series (states) Discard if revised

I 19.84: 0620-B Telephone Directory (by region) Keep latest issue

I 19.85: 0619-G-03 Coal Investigations-C Discard if revised

I 19.86: 0619-G-28 Geologic Map Index of (various states) Discard if revised

I 19.87: 0619-G-04 GP-Geophysical Investigations Discard if revised

I 19.88: 0619-G-05 Geologic Quadrangle Maps-GQ Discard if revised
I 19.89: 0619-G-06 Hydrologic Investigations Atlases-HA Discard if revised R
I 19.91: 0619-G-08 Miscellaneous Investigations-I Discard if revised R
  • I 19.91/2: 0619-G-08 Circum-Pacific (CP) Map Series Discard if revised R
I 19.92: 0619-G-09 Oil and Gas Investigations Charts-OC Discard if revised R
I 19.93: 0619-G-10 Oil and Gas Investigations Maps-OM Discard if revised
I 19.95: 0619-G-12 Topographic Mapping-Status and Progress of Operations-SO Discard if revised
I 19.96: 0619-G-13 Index to Intermediate Scale Mapping-IS Discard if revised
I 19.97: 0619-G-14 Index to Orthophotoquad Mapping-OT Discard if revised
I 19.97/2: 0619-G-14 Index to USGS/DMA 1:50,000 Scale, 15 Minute Quadrangle Mapping-DM Discard if revised
I 19.97/3: 0619-G-14 Index to Land Cover Maps and Digital Data-LU Discard if revised
  • I 19.97/4: 0619-G-31 Index to National Aerial Photography Discard if revised R
  • I 19.97/5: 0619-G-32 Index to Digital Line Graphs (DLG) Discard if revised R
I 19.98: 0619-G-17 U.S. Series of Topographic Maps, Scale 1:250,000 Discard if revised R
I 19.99: 0619-G-18 Alaska 1:250,000 Series Discard if revised R
I 19.100: 0619-G-19 Antarctica Topographic Series-1:50,000 Scale Discard if revised R
I 19.100/2: 0619-G-19 Antarctica Topographic Series-1:250,000 Scale Discard if revised R
I 19.100/3: 0619-G-19 Antarctica Topographic Series-1:500,000 Scale With Contours Discard if revised R
I 19.100/4: 0619-G-19 Antarctica Topographic Series-1:500,000 Scale Without Contours Discard if revised R
I 19.100/5: 0619-G-19 Antarctica Topographic Series-1:1,000,000 Scale Discard if revised R
  • I 19.100/6: 0619-G-19 Antarctica Photomap Discard if revised R
I 19.102/1: to /53 0619-H-01 to 0619-H-53 State Map Series : Planimetric, Topographic and Shaded Relief (various scales) (by state) Discard if revised
I 19.106: 0619-G-21 National Parks Series Discard if revised R
I 19.108: 0619-P-nos County Map Series (by state) Discard if revised
I 19.109: 0619-G-24 Slope Maps Discard if revised
I 19.110: 0619-G-25 U.S. 1:100,000 Scale Series (Intermediate Scale Maps) Discard if revised
I 19.111/A: 0619-G-26 Separate Maps of the National Atlas Discard if revised
I 19.112: 0619-G-27 Land Use and Land Cover and Associated Maps Discard if revised R
I 19.113: 0619-G-11 Miscellaneous Field Studies Maps-MF Discard if revised R
  • I 19.118: 0621-H Water Data Coordination Directory Keep latest edition
  • I 19.120/2: 0621-J-01 USGS/NGIC Geomagnetic Observatory DataAnnual issues superseded by quinquennial cumulation
  • I 19.120/4: 0639-J Minerals and Management Information (CD-ROM) Keep latest edition (Formerly I 28.37/7:)
  • I 19.121: 0621-K Digital Data Series Discard if revised

BUREAU OF INDIAN AFFAIRS

• I 20.2: 0627 General Publications (various titles) Discard if revised
  I 20.47: 0627-C Maps and Atlases Discard if revised R
  I 20.51: 0627-A Indians of (various states) Discard if revised R
  I 20.51/2: 0627-A Indians (various subjects) Discard if revised R

RECLAMATION BUREAU

• I 27.2: 0660 General Publications (various titles) Discard if revised
  I 27.7/4: 0664-C Maps (miscellaneous) Discard if revised R
• I 27.10/2: 0660-F Publications for Sale Keep latest edition
  I 27.19/2: 0660-B Handbooks, Manuals, Guides (various titles) Discard if revised
  I 27.34: 0664-B Engineering Monographs Discard if revised R
  I 27.55/2: 0660 Water and Power Resources Services Projects (by States) Discard if revised R
  I 27.73: 0660 Historical Site (Brochures) Discard if revised
  I 27.77: 0660-C Telephone Directory Keep latest issue

MINES BUREAU

I 28.2: 0637 General Publications (various titles) Discard if revised
I 28.5: 0638 Bureau of Mines Publications and ArticlesAnnual issues superseded by quinquennial cumulation
I 28.5/2: 0642 New PublicationsMonthly issues superseded by annual (I 28.5:)
• I 28.5/3-2: 0638-H Bibliographies and Lists of Publications Keep latest edition R
• I 28.16/2: 0637-B Handbooks, Manuals, Guides (various titles) Discard if revised
I 28.37/A: 0639-F-01 Minerals Yearbook (preprints)Preprints superseded by annual bound volumes (I 28.37:)
I 28.37/A 2: 0639-F-01 Minerals Yearbook (separates from vols. 2 & 3) Separates superseded by same information in bound vols. 2 & 3 (I 28.37:)

NATIONAL PARK SERVICE

• I 29.2: 0648 General Publications (various titles) Discard if revised
I 29.6: 0651 National Parks, Information Circulars Discard if revised
I 29.6/2: 0651-B National Seashores, Information Circulars Discard if revised
I 29.6/3: 0651-B-01 National Lakeshores, Information Circulars Discard if revised
I 29.6/4: 0651-B-02 National Rivers, Information Circulars Discard if revised
I 29.6/5: 0651-B-03 National Scenic Trails, Information Circulars Discard if revised
I 29.6/6: 0651-B-04 National Historic Sites, Informational Circulars Discard if revised
I 29.6/7: 0654 Outdoors in the Santa Monica Mountains ... Keep latest edition
I 29.8: 0651-A Maps Discard if revised R
• I 29.9/2: 0648-A Handbooks, Manuals, Guides (various titles) Discard if revised
• I 29.9/5: 0649 National Park Service Handbooks Discard if revised
I 29.21: 0650 National Monuments and Military Parks, Information Circulars Discard if revised
I 29.39: 0654 National Recreational Areas, Information Circulars Discard if revised
I 29.66: 0646-B National Parks and Landmarks Discard if revised
I 29.71: 0646-C National Park's Camping Guide Discard if revised
I 29.74: 0648-B Historic American Building Survey Discard if revised
• I 29.82: 0646-K Bibliographies and Lists of Publications Keep latest edition
I 29.97:B 48 T 0650-A Big Thicket National Preserve Keep latest edition
• I 29.103: 0648-G Index, National Park Systems and Related Areas Keep latest edition
• I 29.115: 0648-M Forms Keep latest issue
• I 29.120: 0648-S Catalog of National Historic Landmarks Keep latest edition

FISH AND WILDLIFE SERVICE

• I 49.2: 0612 General Publications (various titles) Discard if revised
• I 49.6/2: 0612-E Handbooks, Manuals, Guides (various titles) Discard if revised
I 49.6/8: 0612-E Import/Export Manual Transmittal Letters Looseleaf. Discard pages if revised
I 49.9: 0612 Maps and Charts Discard if revised
• I 49.13/5: 0616-B-01 Fish & Wildlife Leaflets (series) Discard if revised
I 49.24/2: 0613 Summary of Federal Hunting Regulations Keep latest issues
I 49.24/3: 0613 -Atlantic Flyway Keep latest issue
I 49.24/4: 0613 -Central Flyway Keep latest issue
I 49.24/5: 0613 -Pacific Flyway Keep latest issue
I 49.24/6: 0613 -Mississippi Flyway Keep latest issue
I 49.44/2: 0612-C National Wildlife Refuges (information circulars, bird lists, etc.) Discard if revised
I 49.86: 0610-C National Fish Hatchery (leaflets, various locations) Discard if revised
• I 49.104: 0612-M Directories Keep latest edition
• I 49.106/7: 0616-A-01 Catalog of Training Dated. Discard when expired

LAND MANAGEMENT BUREAU

• I 53.2: 0631 General Publications (various titles) Discard if revised
• I 53.3/2: 0634-B Technical Bulletins Discard if revised
I 53.7/2: 0633 Handbooks, Manuals, Guides (various titles) Discard if revised
I 53.9: 0632 Information Bulletins Discard if revised
I 53.11: 0629-B Maps and Map Folders Discard if revised
I 53.11/4: & /4-2: 0619-G-16 Bureau of Land Management 1:100,000 Scale Maps Discard if revised
I 53.11/5: 0629-B Surface Management Quad Discard if revised
- I 53.45: & /2: 0631-F Telephone Directories Keep latest issue

SURFACE MINING RECLAMATION AND ENFORCEMENT OFFICE

- I 71.2: 0669-B General Publications (various titles) Discard if revised
- I 71.4: 0669-D Handbooks, Manuals, Guides (various titles) Discard if revised
- I 71.15: 0669-F Technical Training Courses... Dated. Discard when expired

MINERALS MANAGEMENT SERVICE

- I 72.2: 0671-C General Publications (various titles) Discard if revised
- I 72.8: 0671-G Handbooks, Manuals, Guides (various titles) Discard if revised

U.S. INFORMATION AGENCY

- IA 1.2: 0672-B General Publications (various titles) Discard if revised
- IA 1.6/2: 0672-D Handbooks, Manuals, Guides (various titles) Discard if revised
- IA 1.6/3: 0672-D-1 Voice of America, Broadcast Schedule (English) Keep current year
- IA 1.6/4: 0672-D-2 VOA Broadcast Schedule for Languages Other Than English Keep current year
- IA 1.16/2: 0672-L Telecommunications Update Keep current year plus previous year
- IA 1.26: 0672-G Telephone Directory Keep latest issue
- IA 1.27/2: 0672-H VCR & Film Catalog Discard if revised
- IA 1.29: 0672-M Opportunities Abroad for Educators Keep current year
- IA 1.30: 0672-H U.S.I.S. Video Library Catalog Discard if revised

INTERNATIONAL TRADE COMMISSION

- ITC 1.2: 0978 General Publications (various titles) Discard if revised

JUSTICE DEPARTMENT

- J 1.2: 0717 General Publications (various titles) Discard if revised. For looseleafs, discard pages if revised and keep latest edition
- J 1.8: 0717-A Regulations, Rules, Instructions (various titles) Discard if revised. For looseleafs, discard pages if revised and keep latest edition
- J 1.8/2: 0717-A-01 Handbooks, Manuals, Guides (various titles) Discard if revised. For looseleafs, discard pages if revised and keep latest edition

**FEDERAL BUREAU OF INVESTIGATION**

- J 1.14/2: 0721 General Publications (various titles) Discard if revised
- J 1.14/16: 0722-A-01 Handbooks, Manuals, Guides (various titles) Discard if revised
- J 1.14/21: 0722-B Posters Dated posters may be discarded after date of event

**JUSTICE DEPARTMENT**

- J 1.20/2: 0717-G Bibliographies and Lists of Publications Keep latest edition
- J 1.89: 0717-A-02 Telephone Directory Keep latest issue
- J 1.89/2: 0717-A-02 Civil Division Telephone Directory Keep latest issue
- J 1.98: 0718-A-23 Forms Discard if revised or expired
- J 1.102: 0723-A-01 Office of Chief Administrative Hearing Officer (OCAHO) Cases, Files, Subpoenas Superseded by J 1.103:

**NATIONAL INSTITUTE OF CORRECTIONS**

- J 16.109: 0726-E Schedule of Training and Services for FY... Dated. Discard when expired

**IMMIGRATION AND NATURALIZATION SERVICE**

- J 21.2: 0725 General Publications (various titles) Discard if revised
- J 21.5: 0726 Laws and Regulations Keep latest issue
- J 21.5/2: 0726 U. S. Immigration Laws, General Information Keep latest issue
- J 21.9: 0724 Federal Textbooks on Citizenship Keep latest editions
- J 21.11: 0723 Administrative Decisions Under Immigration and Nationality Law Keep current cumulation
- J 21.11/2: 0723-A-05 Interim Administrative Decisions...Separate preprints superseded
by bound cumulative edition (J 21.11:)
J 21.12: 0725-C Posters Dated posters may be discarded after date of event
J 21.19: 0723-A-02 Forms Discard if revised or expired

DRUG ENFORCEMENT ADMINISTRATION

- J 24.2: 0967 General Publications (various titles) Discard if revised
- J 24.8: 0968-A Handbooks, Manuals, Guides (various titles) Discard if revised
- J 24.27: 0967-I Forms Discard if revised or expired

MARSHALS SERVICE

- J 25.2: 0969-A-01 General Publications (various titles) Discard if revised
- J 25.8: 0969-A-02 Handbooks, Manuals, Guides (various titles) Discard if revised
- J 25.12: 0969-A-03 Posters Dated posters may be discarded after date of event

JUSTICE ASSISTANCE BUREAU

- J 26.2: 0968-H-01 General Publications (various titles) Discard if revised
  R
- J 26.33: 0717-N-05 Fact Sheets Keep latest issue of each topic R

UNITED STATES PAROLE COMMISSION

J 27.6: 0717-C-16 Regulations, Rules, Instructions (various titles) Discard if revised. For looseleafs, discard pages if revised and keep latest edition
J 27.8: 0717-C-12 Handbooks, Manuals, Guides (various titles) Discard if revised. For looseleafs, discard pages if revised and keep latest edition

NATIONAL INSTITUTE OF JUSTICE

- J 28.2: 0718-A General Publications (various titles) Discard if revised
- J 28.15/2: 0717-J NIJ Reports (series) Discard if revised
- J 28.15/2-2: 0717-J-01 Research in Action (series) Discard if revised

JUSTICE STATISTICS BUREAU

• J 29.2: 0717-R-01 General Publications (various titles) Discard if revised
  J 29.12: 0968-H-14 Uniform Parole Reports (series) Discard if revised
  J 29.13: 0968-H-16 Justice Statistics Bureau Special Reports Discard if revised

EXECUTIVE OFFICE FOR THE UNITED STATES ATTORNEYS

• J 31.2: 0718-A-05 General Publications (various titles) Discard if revised
  J 31.8: 0717-C-18 Handbooks, Manuals, Guides (various titles) Discard if revised. For looseleafs, discard pages if revised and keep latest edition
• J 31.13: 0717-C-21 Directories Keep latest edition

JUVENILE JUSTICE AND DELINQUENCY PREVENTION OFFICE

• J 32.2: 0718-A-05 General Publications (various titles) Discard if revised
  J 32.8: 0718-A-06 Handbooks, Manuals, Guides (various titles) Discard if revised
  J 32.10: 0718-A-09 Juvenile Justice Bulletins (series) Discard if revised

OFFICE OF ATTORNEY PERSONNEL MANAGEMENT

J 33.9: 0716-B-01 Posters Dated posters may be discarded after date of event

COURT OF FEDERAL CLAIMS

• JU 3.10/4: 0731-B Handbooks, Manuals, Guides (various titles) Discard if revised

SUPREME COURT

JU 6.8/A: 0740-B Supreme Court Decisions: Preliminary Prints Superseded by bound volumes, United States Reports (JU 6.8:)
JU 6.8/B: 0740-A Supreme Court Decisions: Individual Cases Superseded by Preliminary Prints (JU 6.8/A:)
JU 6.9: 0739 Rules and Orders Keep latest edition

R
U.S. COURT OF APPEALS FOR THE FEDERAL CIRCUIT

- JU 7.10: 0735-B Handbooks, Manuals, Guides (various titles) Discard if revised

ADMINISTRATIVE OFFICE OF U.S. COURTS

- JU 10.2: 0729 General Publications (various titles) Discard if revised

TAX COURT

- JU 11.2: 0742-A General Publications (various titles) Discard if revised
  JU 11.7/A 2: 0742 U.S. Tax Court Reports (separates, individual issues, monthly compilations) Superseded by US. Tax Court Reports (JU 11.7:)
  JU 11.8: 0743 Rules of Practice Keep latest edition

FEDERAL JUDICIAL CENTER

- JU 13.2: 0743-C-01 General Publications (various titles) Discard if revised
- JU 13.8: 0743-C-02 Handbooks, Manuals, Guides (various titles) Discard if revised

DEPARTMENT OF LABOR

- L 1.2:B 64/3/ 0745 Bonding Requirements Under the LMRDA and the CSRA Discard if revised
- L 1.2:B 98/3/ 0745 What the U.S. Dept. of Labor Buys Discard if revised
- L 1.2: EM 7/27/ 0745 U.S. Department of Labor Summer Employment Program Discard if revised
- L 1.2:F 21/ 0745 Labor Hall of Fame Discard if revised
- L 1.2:L 11/28/ 0745 Election of Officers of Labor Organizations Discard if revised
- L 1.2:R 44/ 0745 Rights and Responsibilities Under the LMRDA and CSRA Discard if revised
- L 1.2:T 77/ 0745 Trusteeship Requirements Under the LMRDA and the CSRA Discard if revised
- L 1.2: UN 3/16/ 0745 Electing Union Officers Discard if revised
- L 1.7/2:AW 1/ 0745-A Lift Awards Nomination Guidelines Discard if revised
• L 1.7/2:J 45 0745-A America in Jeopardy: the Young Employee and Drugs in the Workplace (all parts) Discard if revised
• L 1.7/2:P 38/ 0745-A What You Should Know about the Pension Law Discard if revised
• L 1.7/2:P 94/ 0745-A Programa de Adiestramiento Sobre Abuso de Alcohol y Drogas en el Lugar de Trabajo (all parts) Discard if revised
• L 1.7/2: R 31/2/ 0745-A USDOL Civil Service Retirement System Handbook Discard if revised
• L 1.7/2:T 24/ 0745-A Temporary Duty Guide for Department of Labor Employees Discard if revised
• L 1.7/2:UN 3/ 0745-A Union Investigations Under the LMRDA: A Guide for Officers and Members Discard if revised
• L 1.7/2:W 12/ 0745-A Handbook for Wages and Benefits for Construction Unions Discard if revised
• L 1.7/2-2:2-8/ 0745-A Occupant Emergency Plan Handbook for the Frances Perkins Building Discard if revised
• L 1.7/4:C 64/ 0747 Standards of Conduct Regulations for Labor Organizations in the Federal Sector Discard if revised
• L 1.7/4: L 11/2/ 0747 LMRDA Regulations and Interpretive Bulletins Discard if revised
• L 1.34: 0744-A Bibliographies and Lists of Publications Keep latest edition
• L 1.47:B 96/ 0746-E Major Laws Administered by the U.S. Dept. of Labor Which Affect Businesses Discard if revised
• L 1.47:L 11/ 0746-E Labor-Management Reporting and Disclosure Act of 1959, as Amended Discard if revised
• L 1.67: 0745-E Telephone Directory Keep latest issue
• L 1.83: 0745-A-03 Forms Keep latest issue
• L 1.84: 0745-F Register of Reporting Labor Organizations Keep latest edition
• L 1.87: 0745-A-04 BLMR (series) Discard if revised
• L 1.93: 0745-H Labor Exchange Keep current year

LABOR STATISTICS BUREAU

• L 2.2:C 73/8/ 0769 Hourly Compensation Costs for Production Workers in Manufacturing Keep annual issues
• L 2.2:J 57/13/ 0769 Questions and Answers Relating to AWS and SCA Survey Job Descriptions Discard if revised
• L 2.2:W 58/ 0769 Survey Questions and Answers Discard if revised
• L 2.3:1370 0768-A-01 Employment and Earnings, States and Areas, 1939- Keep (1939-1982) and supplements
• L 2.3/4: 0768-C-02 Occupational Outlook Handbook Keep latest edition
• L 2.34/2: 0768-E Bibliographies and Lists of Publications Keep latest edition
• L 2.38/8: 0768-F Consumer Price Index, Washington, DC Keep one year
• L 2.38/8-2: 0768-F-05 Consumer Price Index, Chicago Keep one year
• L 2.38/8-3: 0768-F-06 Consumer Price Index, New York-Northeastern NJ Keep one year
• L 2.38/8-4: 0768-F-05 Latest Consumer Price Index (Tables for U.S. and 6 Cities in Midwest) Keep one year
• L 2.38/10: 0768-F Summary Data from the Consumer Price Index Keep one year R
• L 2.46/3:C 73 0769-A CPI Commodities and Services Data Collection Manual Keep latest edition
• L 2.46/3: D 26/4/ 0769-A CPI Housing Survey Data Collection Manual Keep latest edition
• L 2.46/3: EM 7/11/ 0769-A Employee Benefits Survey Collection Manual Discard if revised
• L 2.46/3:R 25/ 0769-A A Brief Guide to Recordkeeping Requirements for Occupational Injuries and Illnesses Discard if revised
• L 2.46/4: 0769-A Current Employee Statistics State Operating Manual Discard if revised
• L 2.46/5: 0769-A Employee Benefits Survey Health Coding Manual Discard if revised
• L 2.46/6: 0769-A Employee Benefits Survey Sickness and Accident Coding Manual Discard if revised
• L 2.46/7: 0769-A Employee Benefits Survey Defined Benefit Pension Coding Manual Discard if revised
• L 2.46/8: 0769-A Employee Benefits Survey Defined Contribution Coding Manual Discard if revised
• L 2.53/2: 0768-T News, the Employment Situation Superseded by L 2.41/2:
• L 2.61/10-2: 0771-B Summary Data from the Producer Price Index News Release Keep one year R
• L 2.71: 0768-G BLS Reports (numbered) Discard if revised R
• L 2.71/3: 0768-P New England Regional Office: Regional Reports (numbered) Discard if revised R
• L 2.71/6: 0768-P-01 Middle Atlantic Regional Office: Regional Reports (numbered) Discard if revised R
• L 2.71/8: 0768-P-02 Southeastern Regional Office: Regional Reports (numbered) Discard if revised R
• L 2.99/2: 0768-K Digest of Selected Health & Insurance Plans Keep latest edition R
L 2.115: 0768-T-02 Real Earnings Superseded by L 2.41/2:
L 2.127: 0769-N Forms Keep latest issues
L 2.131: 0768-E BLS Update Keep one year R

INTERNATIONAL LABOR AFFAIRS BUREAU

L 29.15: 0749-D Economic Discussion Papers (numbered) Discard if revised R
L 29.16: 0749-E Foreign Labor Trends Discard if revised R

OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION

L 35.2: AS 1/3/ 0765 Asbestos Standards for Construction Industry Discard if revised R
L 35.2: AS 1/4/ 0765 Asbestos Standards for General Industry Discard if revised R
L 35.2:B 62/ 0765 Bloodborne Pathogens and Acute Care Facilities Discard if revised
L 35.2:B 62/2/ 0765 Bloodborne Pathogens and Long-term Careworkers Discard if revised
L 35.2:C 42/ 0765 Chemical Hazard Communication Discard if revised
L 35.2:C 76/3/ 0765 Consultation Services for the Employer Discard if revised
L 35.2:C 85/ 0765 Crane or Derrick Suspended Personnel Platforms Discard if revised
L 35.2:EL 2/ 0765 Controlling Electrical Hazards Discard if revised
L 35.2: EL 2/3/ 0765 Electrical Standards for Construction Discard if revised R
L 35.2:EM 3/ 0765 Principal Emergency Response and Preparedness Discard if revised
L 35.2: EM 7/3/ 0765 Employer Rights and Responsibilities Following an OSHA Inspection Discard if revised
L 35.2: EM 7/4/ 0765 Part 1960-Basic Program Elements for Federal Employee OSHA Programs and Related Matters Discard if revised
L 35.2:EX 2/ 0765 Excavations Discard if revised
L 35.2:F 22/2/ 0765 OSHA and the Farm or Ranch Employer Discard if revised
L 35.2: G 76/2/ 0765 Grain Handling Discard if revised
L 35.2:G 91/ 0765 Ground-fault Protection Construction Sites Discard if revised
L 35.2:H 19/ 0765 Hand and Power Tools Discard if revised
L 35.2: H 33/4/ 0765 Control of Hazardous Energy (Lockout/Tagout) Discard if revised
L 35.2:H 35/ 0765 Hearing Conservation Discard if revised
L 35.2:IN 7/ 0765 OSHA Inspections Discard if revised
L 35.2:J 57/4/ 0765 Job Hazard Analysis Discard if revised
L 35.2:L 46/2/ 0765 Lead in Construction Discard if revised
L 35.2: M 41/2/ 0765 Materials Handling and Storing Discard if revised
L 35.2:M 46 0765 Access to Medical and Exposure Records Discard if revised R
L 35.2: OC 1/2/ 0765 All About OSHA Discard if revised R
• L 35.2: OC 1/4/ 0765 OSHA Training Institute Catalog of Courses Dated. Discard when expired
• L 35.2: OC 1/13/ 0765 Occupational Exposure to Bloodborne Pathogens Discard if revised
• L 35.2: P 43/ 0765 Personal Protective Equipment Discard if revised
• L 35.2: R 31/ 0765 Respiratory Protection Discard if revised
• L 35.2: R 44/ 0765 OSHA: Employee Workplace Rights Discard if revised
• L 35.2: SE 6/ 0765 Servicing Single Piece and Multi-Piece Rim Wheels Discard if revised
• L 35.2: SL 3/ 0765 Sling Safety Discard if revised
• L 35.2: ST 1/ 0765 Stairways and Ladders Discard if revised
• L 35.2: T 83/ 0765 Underground Construction Discard if revised
• L 35.2: V 66/ 0765 Working Safely with Video Display Terminals Discard if revised
• L 35.6: H 33/ 0766-D Inspection Procedures for the Hazard Communication Standard Discard if revised
• L 35.6: H 41/ 0766-D Enforcement Procedures... Exposure to HBV + HIV Discard if revised
• L 35.6: 0766-D Occupational Safety and Health Regulations OSHA (series) Discard if revised
• L 35.6: 3-1: to /3-6 0766-F Occupational Safety & Health: ... v. 1 through v. 6 Looseleaf. Discard pages if revised. Keep latest edition
• L 35.6: 4: 0766-D OSHA Safety & Health Standards Digest (series) Keep latest edition
• L 35.8: C 42 0745-C-01 Chemical Information Manual Looseleaf. Discard pages if revised. Keep latest edition
• L 35.8: EM 3/ 0745-C-01 Workplace Emergencies Discard if revised
• L 35.8: ER 3/ 0745-C-01 Ergonomics Program Management Guidelines for Meatpacking Plants Discard if revised
• L 35.8: H 33/ 0745-C-01 Hazard Communication Guidelines for Compliance Discard if revised
• L 35.8: SA 1/6/ 0745-C-01 Process Safety Management Guidelines for Compliance Discard if revised
• L 35.8: T 68/ 0745-C-01 Training Requirements to OSHA Standards... Discard if revised
• L 35.11/ 2: 0766-J Safe Work Practice Series Discard if revised
• L 35.16: P 96/2/ 0766-L OSHA Publications and Training Programs Discard if revised
• L 35.17: 0766-H Policy & Program Series Discard if revised
• L 35.18: 0766-I Job Health Hazards Series Discard if revised
• L 35.19: 0766-K Safety Management Series Discard if revised
• L 35.24: 0766-F-05 Fact Sheets Discard if revised
• L 35.25: 0766-D OSHA Training Institute Schedule of Courses and Registration Instructions Dated. Discard when expired
• L 35.25/2: 0766-D OSHA National Training Institute Catalog of Courses Dated. Discard when expired
• L 35.26: 0744-G-01 OSHA Documents and Files (CD-ROM) Keep latest edition

EMPLOYMENT STANDARDS ADMINISTRATION

• L 36.2: 0746-C-01 General Publications (various titles) Discard if revised
• L 36.8: 0746-C-05 Handbooks, Manuals, Guides (various titles) Discard if revised
• L 36.10: 0764-B Labor Law Series Discard if revised

WOMEN'S BUREAU

• L 36.102: 0782 General Publications (various titles) Discard if revised
• L 36.103: 0781 Bulletins (numbered) Discard if revised
• L 36.110: 0783 Leaflets Discard if revised
• L 36.112: 0783-C-03 Pamphlets Discard if revised

WAGE AND HOUR DIVISION

• L 36.202: F 15/3/ 0777 How the Fair Labor Standards Act Applies to Domestic Service Workers Discard if revised
• L 36.202: M 58/RESO. 0777 Conducting MSPA Housing Inspections: Resource Book Discard if revised
• L 36.202: M 58/TASK BK 0777 Conducting MSPA Housing Inspections: Task Book Discard if revised
• L 36.202: M 58/TEST BK 0777 Conducting MSPA Housing Inspections: Test Book and Evaluation Questionnaire Discard if revised
• L 36.203/2: 0777-A-01 Child Labor Bulletins (numbered) Discard if revised
• L 36.205: F 15/ 0778-B The Fair Labor Standards of 1938, As Amended Discard if revised
• L 36.205: W 16 0778-B The Walsh-Healey Public Contracts Act, As Amended Discard if revised
• L 36.205/2: 0778-B Federal Labor Laws Discard if revised
• L 36.206/2: 0780 Regulations Under Title 29, Code of Federal Regulations Discard if revised
• L 36.208: 0777-B Handbooks, Manuals, Guides (various titles) Discard if revised
• L 36.209: 0778 Interpretive Bulletins Discard if revised
• L 36.211: 0777-B-04 through -09 General Wage Determinations Issued Under the Davis-Bacon and Related Acts, V. 1 through v. 6 Looseleaf. Discard pages if revised. Keep latest edition
• L 36.212: 0777-C Forms Discard if revised

WORKERS COMPENSATION PROGRAMS OFFICE

• L 36.408: 0779-A-02 Handbooks, Manuals, Guides (various titles) Discard if revised
• L 36.409: 0779-A-01 Pamphlets (numbered) Discard if revised R
• L 36.410: 0746-C-06 Forms Discard if revised

EMPLOYMENT AND TRAINING ADMINISTRATION

• L 37.2:IM 7/ 0780-A-01 If Imports Cost Your Job Discard if revised R
• L 37.2:J 57 0780-A-01 Merchandising Your Job Talents Discard if revised
• L 37.2: SE 5/ 0780-A-01 Senior Community Service Employment Program Discard if revised
• L 37.2: UN 2/3/ 0780-A-01 Unemployment Insurance: How it Works For You Discard if revised R
• L 37.8:C 26/ 0780-A-03 A Guide to Case Management for At-risk Youth Discard if revised
• L 37.8/2: 0747-B ET Handbook (numbered) Discard if revised R
• L 37.8/6: 0780-A-07 CETA Program Models (series) Discard if revised R
• L 37.11: 0746-N-01 Job Corps Happenings Keep latest issue R
• L 37.11/3: 0857-H-01 JCH (series) Discard if revised R
• L 37.14: 0746-H R & D (Research & Development) Monographs Discard if revised R
• L 37.14/2: 0746-H-01 Monograph Series (numbered) Discard if revised R
• L 37.16: 0780-A-06 Occupational & Career Information Series Discard if revised R
• L 37.20/2: 0780-A-10 Unemployment Insurance Technical Staff Papers (series) Discard if revised R

APPRENTICESHIP AND TRAINING BUREAU

• L 37.102: 0748 General Publications (various titles) Discard if revised
• L 37.106/2: 0748 National Apprenticeship & Training Standards for (various occupations) Discard if revised
• L 37.108: 0748-C Handbooks, Manuals, Guides (various titles) Discard if revised

UNEMPLOYMENT INSURANCE SERVICE

• L 37.202: 0783-E-01 General Publications (various titles) Discard if revised
UNITED STATES EMPLOYMENT SERVICE

L 37.309: 0754-G Technical Reports (numbered series) Discard if revised
L 37.312: 0754-G USES Test Research Reports (numbered) Discard if revised

MINE SAFETY AND HEALTH ADMINISTRATION

- L 38.2: 0637-H General Publications (various titles) Discard if revised
- L 38.6: M 52/2/ 0644 Metal and Nonmetal National Mine Rescue Contest Rules Discard if revised
- L 38.8: 0637-K-02 Handbooks, Manuals, Guides (various titles) Discard if revised
- L 38.8/2: 0644-A Safety Manuals (numbered) Discard if revised
- L 38.11/2: 0637-J New Publications Keep one year
- L 38.11/3: 0637-J Catalog of Training Products of the Mining Industry Discard if revised
- L 38.11/4: 0637-J Courses for MSHA and the Mining Industry Discard if revised
- L 38.11/4-2: 0637-J Quarterly Update of Courses and Products Keep latest issue
- L 38.15: 0637-M Fatalgrams Keep current year plus previous year
- L 38.17/3: 0637-K-05 MSHA Instruction Guide Series Discard if revised

LIBRARY OF CONGRESS

- LC 1.2: 0786 General Publications (various titles) Discard if revised
- LC 1.6/4:P 96 0786-A CIP Publishers Manual Discard if revised
- LC 1.12/2-3: 0785-A Publications in Print Keep latest edition
- LC 1.48: 0785-A-02 Forms Discard if revised or expired

COPYRIGHT OFFICE

- LC 3.2: 0803 General Publications (various titles) Discard if revised
- LC 3.4/2: 0802-A Explanatory Circulars Keep latest issues of each number
- LC 3.14: 0803-B Forms Discard if revised or expired

GEOGRAPHY AND MAP DIVISION

LC 5.2: 0811-A Civil War Maps Discard if revised
LC 5.8: M 18/2 0881-A-02 Map Cataloging Manual Keep latest edition
SERIAL AND GOVERNMENT PUBLICATIONS DIVISION

LC 6.2:G 74/ 0818-F Popular Names of U.S. Government Reports Discard if revised
LC 6.7: 0818-F Newspapers Received Currently in Library of Congress Keep latest edition R

MUSIC DIVISION

LC 12.2:SU 6 0813 Summer Chamber Festival Dated. Discard when expired
• LC 12.9: 0813 Library of Congress Presents a Season of Chamber Music Dated. Discard when expired R

ASIAN DIVISION

LC 17.9: C 44/2/ 0806-G-01 Chinese Periodicals in the Library of Congress Discard if revised

NATIONAL LIBRARY SERVICE FOR THE BLIND AND PHYSICALLY HANDICAPPED

LC 19.2: 0806 General Publications (various titles) Discard if revised
• LC 19.4/2: 0806-A-11 Reference Circulars Discard if revised R
• LC 19.10: 0806-A-02 Talking Book Topics Discard when superseded by LC 19.10/3:
• LC 19.15: 0806-A-10 Facts (various topics) Discard if revised R
• LC 19.16: 0806-A-14 Library Resources for the Blind and Physically Handicapped, a Directory, Fiscal Year... Keep current year plus previous year R

LATIN AMERICAN, PORTUGUESE, AND SPANISH DIVISION

LC 24.7: 0806-F Bibliographical Series Discard if revised
PRINTS AND PHOTOGRAPHS DIVISION

- LC 25.2: 0813-A General Publications (various titles) Discard if revised

SUBJECT CATALOGING DIVISION

- LC 26.2:F 87 0820 Free-Floating Subdivisions: an Alphabetical Index Discard if revised
- LC 26.2:P 41 0820 LC Period Subdivisions Under Names of Places Discard if revised
- LC 26.9: 0819 Classification Keep latest edition of each class R
- LC 26.9/2: 0821 Library of Congress Classification, Additions and Changes Quarterly issues superseded by revised editions for each class (LC 26.9:)
- LC 26.10: 0821-A Handbooks, Manuals, Guides (various titles) Discard if revised

PROCESSING SERVICES (INCLUDES CATALOGING DISTRIBUTION SERVICE DIVISION)

- LC 30.2: C 64/2 0815 USMARC Code List for Languages Discard if revised R
- LC 30.2:C 83 0815 USMARC Code List for Countries Discard if revised R
- LC 30.2:G 29 0815 USMARC Code List for Geographic Areas Discard if revised R
- LC 30.2:H 71 0815 USMARC Format for Holdings Data Discard if revised R
- LC 30.2:R 22 0815 USMARC Code List for Relators, Sources, Description Connections Discard if revised R
- LC 30.2:SP 3 0815 USMARC Specifications for Record Structure, Character Sets, Tapes Discard if revised R
- LC 30.6:B 47 0815-B Bibliographic Description of Rare Books Discard if revised R
- LC 30.6:C 28 0815-B Cataloging Rules for the Description of Looseleaf Publications Discard if revised R
- LC 30.25: C 73 0815-G USMARC Format for Community Information Including Guidelines for Content Designation Discard if revised R
- LC 30.27/2: 0815-H Bibliographic Products and Services Keep latest edition R

SCIENCE AND TECHNOLOGY DIVISION

- LC 33.10: 0818-A-02 LC Science Tracer Bullets Discard if revised R

NATIONAL LABOR RELATIONS BOARD

- LR 1.2: 0827 General Publications (various titles) Discard if revised
- LR 1.6/2: 0827-A Handbooks, Manuals, Guides (various titles) Discard if revised
- LR 1.8/6: 0826 Classified Index of National Labor Relations Board Decisions and Related Court Decisions Keep until superseded by cumulative edition
- LR 1.8/7: 0826 Classification Outline for Decisions of NLRB and Related Court Decisions Keep latest edition
- LR 1.15/2: 0826-C Weekly Summary of NLRB Cases Weekly digests superseded by bound volumes of Decisions and Orders (LR 1.8:)
- LR 1.17: 0827-B Forms Keep latest issue

MERIT SYSTEMS PROTECTION BOARD

- MS 1.2: 0290-K-05 General Publications (various titles) Discard if revised

SPECIAL COUNSEL OFFICE

- MS 2.2: 0290-K-09 General Publications (various titles) Discard if revised

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

NAS 1.2: 0830-C General Publications (various titles) Discard if revised
- NAS 1.6/2: 0830-N NASA Procurement Regulations Revised pages issued as Procurement Regulations Directives (NAS 1.6/3:). Keep latest edition
- NAS 1.6/3: 0830-N Procurement Regulations Directives Revised pages for NASA Procurement Regulations (NAS 1.6/2:)

Federal Depository Library Program (FDLP) fdlp.gov
• NAS 1.9/2: 0830-J Bibliographies and Lists of Publications Keep latest edition
• NAS 1.9/5: 0830-K Scientific and Technical Aerospace Reports--Cumulative Indexes
  Semiannual issues superseded by annual
• NAS 1.18: 0830-F Handbooks, Manuals, Guides (various titles) Discard if revised
• NAS 1.18/2: 0830-F Index to Management Issuances Keep latest edition
• NAS 1.22/3: 0830-F Handbooks, Manuals, Guides (various titles) Discard if revised
• NAS 1.22/3: 0830-M Reliability and Quality Assurance Publications (NHB series) Discard if revised
• NAS 1.24: 0830-L-01 NASA Headquarters Telephone Directory Keep latest issue
• NAS 1.24/3: 0830-L-01 KSC (Kennedy Space Center) Telephone Directory Keep latest issue
• NAS 1.37: 0830-T National Space Science Data Center, NSSDC-(series) Discard if revised
• NAS 1.53: 0830-H-05 Announcement of Opportunities for Participation in (various projects), AO-(series) Dated. Discard when expires or after 6 months
• NAS 1.53/2: 0830-H-05 Space Science Applications Notice Dated. Discard when expires or after 6 months
• NAS 1.61: 0830-H-11 NASA Reference Publications- RP Discard if revised
• NAS 1.69: 0830-H-20 NASA Educational Briefs for the Classroom (series) Discard if revised
  • NAS 1.73: 0830-C-01 Health Bulletin Keep current year plus previous year
• NCU 1.2: 0526 General Publications (various titles) Discard if revised
• NCU 1.6: 0527 Regulations, Rules, and Instructions Discard if revised
• NCU 1.6/A: 0527 Advance Copy Proposed Rules and Regulations Discard when final copy published in Regulations, Rules (CU 1.6:)
• NCU 1.8: 0526-B Handbooks, Manuals, Guides (various titles) Discard if revised
• NCU 1.9/2: 0527-F Annual Statistics Discard when final revised data published in NCUA Annual Report (CU 1.1:)
• NCU 1.9/3: 0527-F Mid-Year Statistics Discard when superseded by Annual Statistics (CU 1.9/2:)
• NCU 1.14: 0527-G NCU Telephone Directory Keep latest issue
• NCU 1.16: 0527-H Directory of Federally Insured Credit Unions Keep latest issue

NATIONAL CREDIT UNION ADMINISTRATION

• NCU 2.2: 0831-B-02 General Publications (various titles) Discard if revised. If dated, discard when expired

NATIONAL ENDOWMENT FOR THE ARTS

• NF 2.2: 0831-B-02 General Publications (various titles) Discard if revised. If dated, discard when expired
- NF 2.8: 0831-B-02 Handbooks, Manuals, Guides (various titles) Discard if revised
- NF 2.15: 0831-B-16 Grants to Organizations, Application Guidelines Dated. Discard when expired
- NF 2.15/2: 0831-B-17 Grants to Organizations, Application Forms Dated. Discard when expired
- NF 2.16: 0831-B-18 Literature Fellowships Application Guidelines Dated. Discard when expired

NATIONAL ENDOWMENT FOR THE HUMANITIES

NF 3.2: 0831-B-01 General Publications (various titles) Discard if revised. If dated, discard when expired
NF 3.8: 0831-B-01 Handbooks, Manuals, Guides (various titles) Discard if revised
NF 3.8/2: 0831-B-01 Summer Stipends Guidelines and Application Forms Dated. Discard when expired
NF 3.8/2-3: 0831-B-01 Preservation Programs Guidelines and Application Instruction Dated. Discard when expired
NF 3.8/2-4: 0831-B-01 Challenge Grants Programs Dated. Discard when expired
NF 3.8/2-5: 0831-B-01 Humanities Projects in Museums and Historical Organizations Guidelines Dated. Discard when expired
NF 3.8/2-7: 0831-B-01 Faculty Graduate Study Program Applications and Guidelines Dated. Discard when expired
NF 3.8/2-8: 0831-B-01 Historically Black Colleges and Universities Faculty Projects Summer College Programs for High School College Juniors Dated. Discard when expired
NF 3.8/2-9: 0831-B-01 Public Humanities Projects Guidelines and Applications Dated. Discard when expired
NF 3.8/2-10: 0831-B-01 Libraries and Archives Guidelines and Application Forms Dated. Discard when expired
- NF 3.13/2-3: 0831-B-05 Summer Seminars for College Teachers Dated. Discard when expired
- NF 3.13/3: 0831-B-05 Summer Seminars for Secondary School Teachers, Flyers Dated. Discard when expired
NF 3.13/3-4: 0831-B-05 Summer Seminars for Secondary School Teachers, Seminar Descriptions Dated. Discard when expired
- NF 3.13/3-5: 0831-B-13 Summer Seminars Directors, for College Teachers, for School Teachers Dated. Discard when expired
- NF 3.13/3-6: 0831-B-14 Summer Seminars Participants, for College Teachers, for School Teachers Dated. Discard when expired
- NF 3.13/4: 0831-B-05 NEH Fellowships Dated. Discard when expired
NF 3.14: 0831-B-05 Institutes for College and University Faculty Keep latest edition
NF 3.15: 0831-B-05 Overview of Endowment Programs Keep latest edition
NF 3.16: 0831-B-05 Humanities Projects in Media Guidelines and Applications Dated. Discard when expired
NF 3.18: 0831-B-07 Teacher-Scholar Program for Elementary and Secondary School Teachers Guidelines and Application Instructions Dated. Discard when expired
• NF 3.19: 0831-B-07 Travel to Collections, Guidelines and Application Instructions Dated. Discard when expired
• NF 3.22: 0831-B-01 Summer Stipends Dated. Discard when expired
• NF 3.24: 0831-B-01 NEH Exhibitions Today Dated. Discard when expired
• NF 3.25: 0831-B-09 Study Grants for College Teachers Dated. Discard when expired

MUSEUM SERVICES INSTITUTE

• NF 4.2: 0290-N-01 Reports and Publications (various titles) Discard if revised. If dated, discard when expired
• NF 4.9: 0290-N-01 General Operating Support Grant Application and Information Dated. Discard when expired
• NF 4.10: 0290-N-01 Conservation Project Support Guidelines and Application Instruction Dated. Discard when expired
• NF 4.11: 0290-N-01 Museum Program Grant Application and Information Dated. Discard when expired

NATIONAL SCIENCE FOUNDATION

• NS 1.2: 0834-C General Publications (various titles) Discard if revised
• NS 1.3: 0834-F-08 NSF BulletinNewsletter. Keep current year plus previous year R
• NS 1.13/5: 0834-H Publications of the National Science Foundation Keep latest edition R
• NS 13/6: 0834-H Publications List, Division of Resource Studies Keep latest edition R
• NS 1.20: 0834-P Handbooks, Manuals, Guides (various titles) Discard if revised
• NS 1.20/2: 0834-F-05 Guide for Preparation of Proposals and Project Operation Dated. Discard when expired
• NS 1.44: 0834-C-04 Science and Engineering DoctoratesCumulates. Keep latest edition
• NS 1.47: 0834-P Guide to Programs Keep latest edition
• NS 1.50: 0834-C-08 Directories Keep latest edition

OVERSEAS PRIVATE INVESTMENT CORPORATION

• OP 1.2: 0834-W-02 General Publications (various titles) Discard if revised
• OP 1.8: 0834-W-01 Handbooks, Manuals, Guides (various titles) Discard if revised

UNITED STATES POSTAL SERVICE

• P 1.2: 0837 General Publications (various titles) Discard if revised
• P 1.3: 0837-C Postal Bulletin (weekly) Discard after 6 months unless otherwise specified
R
P 1.11/3: 0838 Postal Laws Keep latest edition
P 1.12/11 A: 0843-B Domestic Mail Manual (separates) Discard if revised
• P 1.26: 0837-H Posters Discard if expired
P 1.31/4: 0843 Handbooks, Manuals, Guides (various titles) Discard if revised
P 1.31/7: 0843-E Methods Handbooks, M (series) Discard if revised
P 1.31/8: 0843 Handbook RE (series) Discard if revised
P 1.31/9: 0843 Handbook EL (series) Discard if revised
P 1.31/10: 0843 Handbook AS (series) Discard if revised
P 1.31/11: 0843 Handbook DM (series) Discard if revised
• P 1.31/12: 0843 Fiscal Handbook, Series F Discard if revised
• P 1.31/13: 0843-G Handbook PO (series) Discard if revised
P 1.31/14: 0843 Handbook F (series) Discard if revised
• P 1.31/15: 0843 Handbook IM (series) Discard if revised
• P 1.31/16: 0843-G Handbook T (series) Discard if revised
P 1.34: 0837-F Telephone Directory Keep latest issue
P 1.44: 0837-D Postal Service Institute Bulletin Discard if revised R

FINANCE AND ADMINISTRATION BUREAU

PEACE CORPS

- PE 1.2: 0900-D General Publications (various titles) Discard if revised
- PE 1.8: 0074-E-02 Handbooks, Manuals, Guides (various titles) Discard if revised

PERSONNEL MANAGEMENT OFFICE

- PM 1.2: 0295 General Publications (various titles) Discard if revised
- PM 1.8: 0296-B Handbooks, Manuals, Guides (various titles) Discard if revised
- PM 1.8/4: 0296-C Enrollment Information Guide and Plan Comparison Chart (Open Season) for Retirement Systems Participating in the Federal Employees Health Benefits Program Dated. Discard when expired
- PM 1.8/5: 0296-C Enrollment Information Guide and Plan Comparison Chart (Open Season) for U.S. Postal Service Employees Dated. Discard when expired
- PM 1.8/6: 0296-C Enrollment Information Guide and Plan Comparison Chart (Open Season) for Federal Civilian Employees Dated. Discard when expired
- PM 1.8/7: 0296-C Enrollment Information Guide and Plan Comparison Chart for Former Spouses Enrolled in the Federal Employees Health Benefits Program Dated. Discard when expired
- PM 1.8/10: 0296-C Enrollment Information Guide and Plan Comparison Chart for CSRS/FERS Annuitants Dated. Discard when expired
- PM 1.8/11: 0296-C Enrollment Information Guide and Plan Comparison Chart, (Open Season) for Individuals Eligible for Temporary Continuation of Coverage and ... Dated. Discard when expired
- PM 1.8/12: 0296-C Enrollment Information Guide and Plan Comparison Chart, Open Season Dated. Discard when expired
- PM 1.8/13: 0296-C Enrollment Information Guide and Plan Comparison Chart for Individuals Receiving Compensation from the Office of Workers Compensation Programs Dated. Discard when expired
- PM 1.9: 0290-F Salary Tables, Executive Branch of the Government Keep latest edition

- PM 1.10: 0299 Pamphlets Discard if revised
- PM 1.13: 0293-D Federal Labor-Management Consultant (biweekly) Newsletter Keep current year plus previous year
PM 1.14/2: 0294 -Bulletins, Installments, and Letters Dated. Discard when expired
PM 1.14/3: 0294 -Supplements Discard if revised
• PM 1.14/4: 0294 Notice and Posting System Dated. Discard when expired
PM 1.19: 0296-A Interagency Training, Catalog of Courses Dated. Discard when expired
PM 1.19/4: 0291-G Catalogs of Training Courses (various subjects) Dated. Discard when expired
PM 1.21/2: 0292 Announcement (of examination) Dated. Discard when expired
PM 1.25: 0293-A Federal Facts (numbered) Discard if revised
PM 1.28: 0300-A Personnel Management Series Discard if revised
PM 1.31: 0290-N Telephone Directory Keep latest issue
• PM 1.31/2: 0290-N-02 Organizational Directory of Key Officials Keep current year and previous year
PM 1.44: 0290-T Index to Information Keep latest issue
PM 1.46: 0291-H Supervisory Training Institute, Curriculum Catalog, Fiscal Year Dated. Discard when expired
• PM 1.53: 0290-J-01 Forms Keep latest issue

EXECUTIVE OFFICE OF THE PRESIDENT

• PREX 1.2: 0766-C-03 General Publications (various titles) Discard if revised
PREX 1.10/6: 0766-C-04 ... Annual National Ability Counts Contest (announcements) Keep latest issue
• PREX 1.10/8: 0766-C-05 ... Handbooks, Manuals, Guides (various titles) Discard if revised
• PREX 1.10/9: 0766-C-01 ... Bibliographies and Lists of Publications Keep latest issue R
• PREX 1.10/10: 0766-C-02 ... Posters Dated. Discard when expired

MANAGEMENT AND BUDGET OFFICE

• PREX 2.2: 0854 General Publications (various titles) Discard if revised
• PREX 2.4: 0854-D OMB Circulars Discard if revised R
• PREX 2.6/2: 0854-A Handbooks, Manuals, Guides (various titles) Discard if revised
CENTRAL INTELLIGENCE AGENCY

PREX 3.10: 0856-A-02 CIA Publications Discard if revised R  
PREX 3.10/4: 0856-A-01 CIA Maps and Atlases Discard if revised R  
PREX 3.10/7: 0856-A-04 Directorate of Intelligence Publications Discard if revised R  
  • PREX 3.10/7-2: to 10/7-4: & 10/7-6 to 10/7-25: 0856-A-04 and 0856-A-08 Directory of... Officials (various countries) Discard if revised R  

FEDERAL COORDINATING COUNCIL FOR SCIENCE, ENGINEERING, AND TECHNOLOGY

  • PREX 8.102: 0856-F General Publications (various titles) Discard if revised

U.S. TRADE REPRESENTATIVE

  • PREX 9.2: 0857-G-01 General Publications (various titles) Discard if revised

DRUG ABUSE POLICY OFFICE

  • PREX 24.2: 0857-G-03 General Publications (various titles) Discard if revised

OFFICE OF NATIONAL DRUG CONTROL POLICY

  • PREX 26.8: 0857-R-01 Handbooks, Manuals, Guides (various titles) Discard if revised

VICE PRESIDENT OF THE U.S.

  • PRVP 42.2: 0851-J-01 General Publications (various titles) Discard if revised

RAILROAD RETIREMENT BOARD

  • RR 1.2: 0859 General Publications (various titles) Discard if revised  
  • RR 1.6/2: 0859-A Handbooks, Manuals, Guides (various titles) Discard if revised

DEPARTMENT OF STATE

  • S 1.2: 0876 General Publications (various titles) Discard if revised  
  • S 1.8: 0865 Diplomatic List Keep latest issue R  
  • S 1.21: 0876-C Telephone Directory, Department of State, Agency for International
Development, Arms Control and Disarmament Agency Keep latest issue
S 1.21/2: 0876-C-01 Directories Keep latest edition
S 1.25/4: 0877-B Press Conference Series Keep current year plus previous year R
S 1.30/3-2: 0876-B-01 Selected State Department Publications Keep current year
S 1.30/5: 0876-B-01 Library of the Department of State, New Acquisitions for (month) Keep current year
S 1.40/2: 0876-B Handbooks, Manuals, Guides (various titles) Discard if revised
S 1.40/5: 0876-B Key Officers of Foreign Service Posts Keep latest edition
S 1.69:230 0863 Commercial Library Publications List Keep latest issue
S 1.69:249 0863 Foreign Service Careers Keep latest edition
S 1.69:531 0863 State Department Publications Sales Catalog Dated. Discard when expired
S 1.69/2: 0863 Foreign Consular Offices in the United States Keep latest issue
S 1.76/3-2: 0888 Maximum Travel Per Diem Allowances for Foreign Areas Keep latest issue
S 1.76/4: 0768-M U.S. Department of State Indexes of Living Cost Abroad, Quarters Allowances, and Hardship Differentials Keep latest issue
S 1.114/2: 0872-A Foreign Service Institute: Basic Language Courses Keep final edition
• S 1.114/3: 0872-A Foreign Service Institute: Publications Keep latest issue R
S 1.114/3-10: 0872-A Foreign Service Institute: FSI Schedule of Courses Dated. Discard when expired
S 1.123: 0862-B Background Notes on (various countries) Keep latest issue for each country R
S 1.123/2: 0862-B Background Notes - Indexes Keep latest edition R
S 1.127: 0869-C Post Reports (various countries) Keep latest issue for each country
S 1.139: 0863-A Training Opportunities, Course Curriculum Catalog (annual) Keep latest issue
S 1.142/2: 0863-B U. S. Foreign Affairs on CD-ROM Keep latest edition

INTERNATIONAL DEVELOPMENT AGENCY

• S 18.2: 0900-C-02 General Publications (various titles) Discard if revised
S 18.53: 0900-C-14 Country Profiles Keep latest issue
S 18.54: 0900-C-15 Regional Profiles Keep latest issue
S 18.61: 0900-C-21 AID Highlights Keep current year plus previous year R
SMALL BUSINESS ADMINISTRATION

- SBA 1.2: 0901-B General Publications (various titles) Discard if revised
- SBA 1.3: 0901-K Small Business Bibliographies Discard if revised
- SBA 1.6: 0901-O Regulations, Rules, Instructions Discard if revised
- SBA 1.10: 0901-E Management Aids for Small Manufacturers Discard if revised
- SBA 1.12: 0901-C Small Business Management Series Discard if revised
- SBA 1.13/4: 0901-D-01 Directories Discard if revised
- SBA 1.14: 0901-J Small Marketers Aids Separate issues superseded by annual (SBA 1.14/2:)
- SBA 1.18: 0901-N Small Business Administration Publications (lists) Keep latest issue
- SBA 1.19: 0901-P Handbooks, Manuals, Guides (various titles) Discard if revised
- SBA 1.32/2: 0901-E Business Development Publication (series) Discard if revised
- SBA 1.33/2: 0901-A-03 Posters Dated. Discard when expired
- SBA 1.35: 0901-L Starting Out Series Discard if revised
- SBA 1.36: 0901-B-01 Firms in the 8(a) Business Development Program Keep latest issue
- SBA 1.36/2: 0901-B-01 Fiscal Year ... Guarantees and 8(a) Contracts Keep latest edition
- SBA 1.37: 0901-B-02 Pre-Solicitation Announcements, Small Business Innovation Research Programs Keep latest issue
- SBA 1.40: 0901-B-05 Forms Discard if revised
- SBA 1.43: 0901-B-11 Nominate a Small Business Person or Advocate of the Year Keep latest issue

SECURITIES AND EXCHANGE COMMISSION

- SE 1.2: 0904 General Publications (various titles) Discard if revised
- SE 1.5: 0906 Laws Discard if revised
- SE 1.6: 0907 Regulations, Rules, Instructions Discard if revised
- SE 1.25/12: 0908-B Securities and Exchange Commission News Digest Information appears later in SEC Docket (SE 1.29:). Keep current year plus previous year
- SE 1.34: 0908-F Official List of Section 13(f) Securities Keep latest issue
- SE 1.36: 0904-A Handbooks, Manuals, Guides (various titles) Discard if revised
- SE 1.37: 0908-G Forms Discard if revised
SMITHSONIAN INSTITUTION

- SI 1.2: 0910 General Publications (various titles) Discard if revised
- SI 1.17/2: 0909-C Bibliographies and Lists of Publications Keep latest edition
- SI 1.20: 0909-D Handbooks, Manuals, Guides (various titles) Discard if revised
- SI 1.36/2: 0910-A-02 Book Supplier Profile, RIF Keep latest edition
- SI 1.44: 0910-W Smithsonian Opportunities for Research and Study in History- Art-Science Keep latest edition

NATIONAL MUSEUM OF AMERICAN HISTORY/NATIONAL MUSEUM OF NATURAL HISTORY

- SI 3.2: 0921 General Publications (various titles) Discard if revised

NATIONAL MUSEUM OF AMERICAN ART

- SI 6.2: 0916 General Publications (various titles) Discard if revised

NATIONAL GALLERY OF ART

- SI 8.2: 0917 General Publications (various titles) Discard if revised
- SI 8.8: 0917 Handbooks, Manuals, Guides (various titles) Discard if revised
- SI 8.10: 0917-A Posters If dated, discard if expired or keep latest edition
- SI 8.11: 0917-B Film Calendar Dated. Discard when expired
- SI 8.11/2: 0917-B Calendar of Events Dated. Discard when expired

NATIONAL PORTRAIT GALLERY

- SI 11.2: 0922-B General Publications (various titles) Discard if revised
- SI 11.15: 0922-E National Portrait Gallery Calendar of Events Dated. Discard when expired

HIRSHHORN MUSEUM AND SCULPTURE GARDEN

- SI 13.2: 0922-B-01 General Publications (various titles) Discard if revised

NATIONAL MUSEUM OF AFRICAN ART

- SI 14.2: 0922-D-02 General Publications (various titles) Discard if revised
- SI 14.16: 0922-D Educational Programs and Resources Keep latest edition
SOCIAL SECURITY ADMINISTRATION

- SSA 1.2: 0517-B General Publications (various titles) Discard if revised
- SSA 1.8: 0517-C Handbooks, Manuals, Guides (various titles) Discard if revised
- SSA 1.17/2: 0517-H-02 State Assistance Programs for SSI Recipients Keep latest edition
- SSA 1.19: 0517-E Fact Sheets (various topics) Keep latest issue
- SSA 1.20: 0517-F When You Get Social Security Retirement or Survivors Benefits... Keep latest edition

TREASURY DEPARTMENT

- T 1.2: 0925 General Publications (various titles) Discard if revised
- T 1.4/2: 0924 Department Circulars Discard if revised
- T 1.10/2: 0926-A-01 Handbooks, Manuals, Guides (various titles) Discard if revised
- T 1.28: 0924-A Telephone Directory Keep latest issue

CUSTOMS SERVICE

- T 17.2: 0950 General Publications (various titles) Discard if revised
- T 17.5/2: 0950-A Handbooks, Manuals, Guides (various titles) Discard if revised
- T 17.6/3-4: 0950-D Customs Bulletin Weekly issues superseded by bound (T 17.6/3-5)
- T 17.15/2: 0948-B-01 Directories Keep latest edition
- T 17.23: 0950-A U.S. Customs Guide for Private Flyers (General Aviation Pilots) Keep latest issue

ENGRAVING AND PRINTING BUREAU

- T 18.6: 0953-A Telephone Directory Keep latest issue
INTERNAL REVENUE SERVICE

- T 22.2: 0956 General Publications (various titles) Discard if revised
- T 22.2/11: 0956 Cumulative List of Organizations Keep latest edition and its supplements
- R
- T 22.2/15: 7350 0956-J Procedures on Ordering Forms Discard if revised
- T 22.19/2: 0956-A Handbooks, Manuals, Guides (various titles) Discard if revised
- T 22.20/2: 0955-A Circulars Discard if revised R
- T 22.23: 0957 Internal Revenue Bulletin Biweekly issues superseded by (T 22.25: ) but only material of "permanent nature" included
- T 22.23/A: 0957 Internal Revenue Bulletin (separates) Discard with receipt of T 22.23:
- T 22.35/3: 0964 Statistics of Income (preliminary) Loose issues superseded by final (T 22.35/2: )
- T 22.35/4 A: 0964-C SOI Bulletin (separates) Keep latest editions
- T 22.44/2: 0964-B Tax Information, IRS Publications (numbered) Discard if revised R
- T 22.44/3: 0964-B Catalog and Index to Taxpayer Information Publications Keep latest edition R
- T 22.46/2: 0955-C Media Feature Service Keep latest issue R
- T 22.48: 0955-B IRS Phone Book, National Office Keep latest issue
- T 22.48/3: 0955-B-01 Telephone Directory, Salt Lake City District Keep latest issue
- T 22.48/4: 0955-B-01 International Telephone Directory Keep latest issue
- T 22.48/5: 0955-B-01 Ogden Service Center...Guide Keep latest issue
- T 22.49: 0946-B-01 IRS Clip-Sheet Keep latest edition
- T 22.51: 0964-E Forms Keep latest issue
- T 22.54: 0956-C Directories Keep latest edition

MINT BUREAU

- T 28.2: 0966 General Publications (various titles) Discard if revised

SECRET SERVICE

- T 34.2: 0974 General Publications (various titles) Discard if revised
FINANCIAL MANAGEMENT SERVICE

T 63.113/2-2: 0923-A-02 Daily Treasury Statement Keep current year plus previous year R
• T 63.123: 0928-E Fact Sheets Keep latest edition R

PUBLIC DEBT BUREAU

T 63.210: 0970-A Table of Redemption Values for U.S. Savings Notes Discard if revised R
• T 63.212: 0970-A-08 Forms Keep latest issue

SAVINGS BOND DIVISION

• T 66.2: 0971 General Publications (various titles) Discard if revised
• T 66.3/2: 0971-A-01 Semiannual Interest Rate Bulletins Keep latest issue
T 66.6/2: 0971-A Handbooks, Manuals, Guides (various titles) Discard if revised

ALCOHOL, TOBACCO, AND FIREARMS BUREAU

• T 70.2: 0971-B General Publications (various titles) Discard if revised
T 70.10: 0971-E Industry Circular Keep current year plus previous year R
• T 70.13: 0961-D Bibliographies and Lists of Publications Keep latest edition R
T 70.14: 0971-B-01 State Laws and Published Ordinances Keep latest edition
• T 70.15: 0971-B Firearms Curios and Relics List Keep latest edition R

OFFICE OF THRIFT SUPERVISION


DEPARTMENT OF TRANSPORTATION

• TD 1.2: 0982-C-01 General Publications (various titles) Discard if revised
• TD 1.6: 0982-C-30 Regulations, Rules, Instructions Discard if revised R
• TD 1.8: 0982-C-05 Handbooks, Manuals, Guides (various titles) Discard if revised
TD 1.9: 0982-C-07 Telephone Directory Keep latest issue
- TD 1.9/4: 0982-C-07 Directories Keep latest edition
  TD 1.52: 0982-C-27 Microcomputers in Transportation - Software and Source Book
  Keep latest edition

**NATIONAL TRANSPORTATION SAFETY BOARD**

- TD 1.102: 0982-I-27 General Publications (various titles) Discard if revised
  TD 1.115: 0982-I-01 Publications of National Transportation Safety Board (list) Keep
  latest edition

**FEDERAL HIGHWAY ADMINISTRATION**

- TD 2.2: 0982-G-05 General Publications (various titles) Discard if revised
- TD 2.8: 0982-G-02 Handbooks, Manuals, Guides (various titles) Discard if revised
- TD 2.36/3: 0982-G-24 FHWA Research and Development Implementation Catalog Keep
  latest edition R
- TD 2.59/2: 0982-G-38 Posters If dated, discard when expired or keep latest edition
- TD 2.61: 0982-G-37 Driver License Administration Requirements and Fees Keep latest
  edition R
- TD 2.64/2: 0982-G-42 Graduate Fellowship Announcement Dated. Discard when expired

**FEDERAL RAILROAD ADMINISTRATION**

- TD 3.2: 0701-B General Publications (various titles) Discard if revised
- TD 3.6: 0701-A Regulation, Rules, Instructions Discard if revised R
- TD 3.8: 0701-F Handbooks, Manuals, Guides (various titles) Discard if revised
- TD 3.16: 0701-G Maps and Charts Discard if revised R

**FEDERAL AVIATION ADMINISTRATION**

- TD 4.2: 0431-C-08 General Publications (various titles) Discard if revised
- TD 4.6: 0431-C-13 Federal Aviation Regulations (parts) Looseleaf. Discard pages if
  revised. Keep latest edition
- TD 4.6/3: 0431-C-13 Federal Aviation Regulations (volumes) Looseleaf. Discard pages if
  revised. Keep latest edition
- TD 4.8: 0431-C-04 Handbooks, Manuals, Guides (various titles) Discard if revised
- TD 4.8/2: 0431-C-04 Handbooks (numbered) Discard if revised
- TD 4.8/5: 0431-A-27 Advisory Circulars Discard if revised or canceled. Note: Use
  Advisory Circular Checklist (TD 4.8/5: 00-2) to determine status
  edition
  Aircraft Discard when annual
  (TD 4.10/2:) is received
(TD 4.10/3:) is received
• TD 4.12/2: 0431-C-05 Notices to Airmen
(Domestic/International) Keep latest issue R
TD 4.15/3: 0431-C-02 Type Certificate Data Sheets and Specifications:
-v. 1, Single Engine Airplanes Keep latest edition and its supplements
TD 4.15/4: 0431-C-02 -v. 2, Small Multiengine Airplanes Keep latest edition and its supplements
TD 4.15/5: 0431-C-02 -v. 3, Large, Multiengine Airplanes Keep latest edition and its supplements
TD 4.15/6: 0431-C-02 -v. 4, Rotocraft, Gliders and Balloons Keep latest edition and its supplements
TD 4.15/7: 0431-C-02 -v. 5, Aircraft Engines and Propellers Keep latest edition and its supplements
TD 4.15/8: 0431-C-02 -v. 6, Aircraft Listing and Aircraft Engine and Propeller Keep latest edition and its supplements
TD 4.15/9: 0431-C-02 Index and User Guide For Type Certificate Data Sheets and Specifications Keep latest issue
TD 4.15/10: 0431-C-02 Amended Type Certificate Data Sheets and Specifications Keep latest issue
TD 4.51: 0431-A-32 FAA Catalog of Training Courses Dated. Discard when expired
TD 4.52/2: 0431-A-37 Telephone Directory Keep latest issue

AVIATION MEDICINE OFFICE

TD 4.211: 0431-E-01 Directory, Aviation Medical Examiners Keep latest edition
AIR TRAFFIC OPERATIONS SERVICE

- TD 4.302: 0431-D-05 General Publications (various titles) Discard if revised
- TD 4.308: 0431-D-01 Handbooks, Manuals, Guides (various titles) Discard if revised
- TD 4.310: 0431-D-03 Location Identifiers Keep latest edition

FLIGHTS STANDARD SERVICE

- TD 4.402: 0431-F-04 General Publications (various titles) Discard if revised
- TD 4.414: 0431-G-08 General Aviation Airworthiness Alerts Keep current year plus previous year R

COAST GUARD

- TD 5.2: 0934 General Publications (various titles) Discard if revised
- TD 5.4/2: 0941-B Navigation and Vessel Inspection Circulars (numbered) Discard if revised
- TD 5.4/3: 0941-B Boating Safety Circulars Keep current year plus previous year
- TD 5.6: 0943 Regulations, Rules, Instructions Discard if revised R
- TD 5.8: 0934-A Handbooks, Manuals, Guides (various titles) Discard if revised
- TD 5.9:V.1/ 0936-A-01 Light List: v. 1, Atlantic Coast, St. Croix River, ME to Toms River, NJ Keep latest edition
- TD 5.16: 0930-B Coast Guard Academy Catalog Keep latest edition
- TD 5.16/2: 0930-B Coast Guard Academy Bulletin of Information Keep latest edition
- TD 5.19: 0942 Register of Officers Keep latest issue
- TD 5.19/2: 0942 Register of Reserve Officers Keep latest issue
- TD 5.19/3: 0942 Register of Military Personnel in Washington, DC Area Keep latest issue
- TD 5.20: 0933-A Equipment Lists Keep latest edition
TD 5.21/6: 0931-A-12 Directives, Publications and Reports Index Keep latest edition
TD 5.44: 0931-E National Contingency Plan Emergency... National Keep latest edition
TD 5.44:1 to 10/ 0931-E-01 to 0931-E-10 National Contingency Plan Emergency ... Regions Keep latest edition of each region
TD 5.55: 0934-G Coast Guard Telephone Directory Keep latest edition
TD 5.56: 0934-B Special Notice to Mariners Keep latest edition
• TD 5.57:12/ 0934 Merchant Marine Exam. Questions (series) Electricity Keep latest edition
• TD 5.57:13/ 0934 Merchant Marine Exam. Questions (series) Steam Plants Keep latest edition
• TD 5.57:15/ 0934 Merchant Marine Exam. Questions (series) Engineering Safety Keep latest edition

FEDERAL TRANSIT ADMINISTRATION

• TD 7.2: 0982-H-02 General Publications (various titles) Discard if revised
• TD 7.8: 0982-H-03 Handbooks, Manuals, Guides (various titles) Discard if revised
• TD 7.10: 0982-H-05 Bibliographies and Lists of Publications Keep latest edition

NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION

• TD 8.2: 0982-D-01 General Publications (various titles) Discard if revised
• TD 8.8: 0982-D-03 Handbooks, Manuals, Guides (various titles) Discard if revised

MATERIALS TRANSPORTATION BUREAU

• TD 9.2: 0982-J-01 General Publications (various titles) Discard if revised
• TD 9.8: 0982-J-02 Handbooks, Manuals, Guides (various titles) Discard if revised

RESEARCH AND SPECIAL PROGRAMS ADMINISTRATION

• TD 10.2: 0982-K-02 General Publications (various titles) Discard if revised
• TD 10.6: 0982-K-02 Pipelines Safety Regulations... Keep latest edition R
• TD 10.8: 0982-K-03 Handbooks, Manuals, Guides (various titles) Discard if revised

MARITIME ADMINISTRATION

• TD 11.2: 0235 General Publications (various titles) Discard if revised
• TD 11.8: 0235-B Handbooks, Manuals, Guides (various titles) Discard if revised

VETERANS AFFAIRS DEPARTMENT

• VA 1.2: 0985 General Publications (various titles) Discard if revised
  VA 1.3/3: 0983-C Recruitment Bulletin Keep latest issue
  VA 1.10: 0987 Handbooks, Manuals, Guides (various titles) Discard if revised
  VA 1.10/3: 0987 Program Guide, PG (series) Discard if revised R
  VA 1.10/4: 0987 Guides, G (series) Discard if revised R
  VA 1.10/5: 0987 Handbooks (numbered) Discard if revised R
• VA 1.16: 0985-N Posters If dated, discard when expired or keep latest edition
  VA 1.18: 0987 Manuals Discard if revised
  VA 1.19: 0988 VA Pamphlets Discard if revised
  VA 1.20: 0986 Department of Veterans Affairs Publications Index Keep latest edition
  VA 1.20/3: 0983-A Bibliographies Keep latest edition R
  VA 1.22: 0986-A Information Bulletins Discard if revised R
  VA 1.22/3: 0986-A Handbook of Hearing Aid Measurement Keep latest issue
  VA 1.34: 0989-B VA Fact Sheets, IS-(Series) Discard if revised R
  VA 1.38: 0989-A Training Guides Discard if revised
  VA 1.43/5: 0987-C Summary of Medical Programs Keep current year plus previous year
  VA 1.46/2: 0983 Servicemen's and Veterans Group Life Insurance Programs Keep latest edition
  VA 1.53: 0989-B Department of Memorial Affairs, VA-DMA-IS (series) Discard if revised R
  VA 1.55/2: 0983-A-03 Digest, Inspector General Report to the Congress Discard if
complete report (VA 1.55) is received
VA 1.58: 0985-B Legislative Status ReportsIrregular - cumulates at the end of Congress
VA 1.60: 0983-A-04 Telephone Directory Keep latest issue
VA 1.70: 0987-F Maps and Atlases Discard if revised
VA 1.73: 0985-F Drug Formulary Keep latest issue
VA 1.73/2: 0985-F Drug Index "Formulary" Keep latest issue
VA 1.73/3: 0985-F-01 VA Lakeside Medical Center Formulary Keep latest issue
VA 1.73/5: 0985-F-03 VA Medical Center, Tucson, AZ, Formulary Keep latest issue
VA 1.73/6: 0985-F-03 Formulary, VA Medical Center Sepulveda, CA Keep latest issue
VA 1.77: 0985-J VA ADP and Telecommunications Plan Keep latest only
VA 1.77/2: 0985-J DM&S ADP Plans Keep latest only
VA 1.78: 0985-F West Side VA Medical Center Formulary Keep latest issue
VA 1.79: 0985-L Important Information About You and Your Medication... Discard if issue on specific medication is revised
VA 1.81: 0985-R Networked Audiovisuals Keep latest edition
VA 1.85: 0987-J Forms Discard if revised
- VA 1.86: 0983-D Information Systems Strategic Plan Dated. Discard when expired
- VA 1.91: 0983-A-02 Medical Research Service Advisory Groups Keep latest edition

CONGRESS

X 1.1/A: 0994-B & C Congressional RecordDaily issues superseded by bound (X 1.1:);
Do not discard daily issues until receipt of all parts and index of bound set for that volume

HOUSE OF REPRESENTATIVES

- Y 1.2: 0998 General Publications (various titles) Discard if revised
- Y 1.2/2: 0998-A Calendar of the U.S. House of Representatives and History of LegislationEach issue supersedes previous day. Keep latest Monday issue for index. All daily issues superseded by final edition for session, then final edition for Congress R
- Y 1.2/5: 0991 U.S. Code and Supplements Keep latest edition and latest complete supplement R
- Y 1.2/5: 0991-B U.S. Code (CD-ROM) Keep latest disc
- Y 1.2/6: 0998 List of Standing Committees Keep latest edition R
- Y 1.2/7: 0998 Telephone Directory Keep latest edition
SENATE

Y 1.3/3: 0998-B Calendar of Business, Senate Keep issues for current Congress and one year past the adjournment of the Congress

CONGRESS

Y 1.4/1: to /9: 1006-A Senate and House Bills and Resolutions Keep for one year after the adjournment of the originating Congress

ADMINISTRATIVE CONFERENCE OF UNITED STATES

- Y 3.AD 6:2 R 86/ 1049-G-01 Negotiated Rulemaking Sourcebook Discard if revised

ADVISORY COMMISSION ON INTERGOVERNMENTAL RELATIONS

- Y 3.AD 9/8:2 1049-D General Publications (various titles) Discard if revised
- Y 3.AD 9/8: 20/ 1049-D Characteristics of Federal Grant-In-Aid Programs Discard if revised

AMERICAN BATTLE MONUMENTS COMMISSION

Y 3.AM 3:C 33/ 1050 American Memorials and Overseas Military Cemeteries Keep latest edition

ARCHITECTURAL AND TRANSPORTATION BARRIERS COMPLIANCE BOARD


CONSUMER PRODUCT SAFETY COMMISSION

- Y 3.C 76/3:2 1062-C General Publications (various titles) Discard if revised
- Y 3.C 76/3:5 1062-C-04 Laws Discard if revised
- Y 3.C 76/3:8 1062-C-06 Handbooks, Manuals, Guides (various titles) Discard if revised
- Y 3.C 76/3:11 1062-C-07 Fact Sheets Discard if revised
- Y 3.C 76/3: 11-3 1062-C-15 Alert Sheets Discard if revised
- Y 3.C 76/3:27 1064-B MECAP News Keep current year plus previous year
FEDERAL ELECTION COMMISSION

- Y 3.EL 2/3:2 1091-A General Publications (various titles) Discard if revised
- Y 3.EL 2/3:8 1091-A Handbooks, Manuals, Guides (various titles) Discard if revised
- Y 3.EL 2/3: 11/ 1091-A Federal Election Commission Record Keep current year plus previous year
- Y 3.EL 2/3:13 1091-A Campaign Guides... Keep latest edition
- Y 3.EL 2/3:19 1091-A-01 Selected Court Case Abstracts Keep latest cumulation

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

- Y 3.EQ 2:13 1059-A-01 Posters If dated, discard when expired or keep latest issue

OFFICE OF GOVERNMENT ETHICS

- Y 3.ET 3:2 1089-T General Publications (various titles) Discard if revised

EXPORT-IMPORT BANK OF UNITED STATES

- Y 3.EX 7/3:5 1060 Laws Keep latest edition

FEDERAL DEPOSIT INSURANCE CORPORATION


FEDERAL EXECUTIVE BOARD

- Y 3.F 31/20:2 1061-E General Publications (various titles) Discard if revised
FEDERAL LABOR RELATIONS AUTHORITY

- Y 3.F 31/21-3:8 1061-G-05 Handbooks, Manuals, Guides (various titles) Discard if revised
- Y 3.F 31/21-3:10-3/ 0762-D-12 Subject Matter Indexes to Decisions of the Federal Labor Relations Authority Discard supplements as revised

U.S. HOLOCAUST MEMORIAL COUNCIL

- Y 3.H 74:8 1070-K-01 Handbooks, Manuals, Guides (various titles) Discard if revised

NATIONAL INSTITUTE FOR LITERACY

- Y 3.L 71:15/ 1089-V Literacy News Keep current year plus previous year

CORPORATION FOR NATIONAL AND COMMUNITY SERVICE

- Y 3.N 21/29:2 1089-U-03 General Publications (various titles) Discard if revised
- Y 3.N 21/29:8 1089-U-02 Handbooks, Manuals, Guides (various titles) Discard if revised
- Y 3.N 21/29:10 1089-U-10 Directories Discard if revised
- Y 3.N 21/29:17-4 1089-U-08 VISTA Forms Discard if expired

NUCLEAR REGULATORY COMMISSION

- Y 3.N 88:6-2 1051-R-01 to 10 Regulatory Guides, nos. 1-10 Discard when revised
- Y 3.N 88:8 1051-H-18 Handbooks, Manuals, Guides (various titles) Discard if revised
cumulation (Y 3.N 88:11)
• Y 3.N 88:15 1051-T Licensed Operating Reactors, Status Summary Report (diskette) Keep December cumulation on diskette
Y 3.N 88:31/ 1051-H-20 NRC Brochure Reports (NUREG BR series) Discard if revised
Y 3.N 88:52 1051-H-39 Directories Discard if revised

OCCUPATIONAL SAFETY AND HEALTH REVIEW COMMISSION CENTER

• Y 3.OC 1:6 1070-L-01 Regulations, Rules, Instructions (various titles) Discard if revised

PANAMA CANAL COMMISSION

• Y 3. P 19/2:9/ 1089-K Panama Canal Spillway Keep current year plus previous year R

U.S. INSTITUTE OF PEACE

• Y 3.P 31:2 1063-K-02 General Publications (various titles) Discard if revised
• Y 3.P 31:8 1063-K-05 Handbooks, Manuals, Guides (various titles) Discard if revised
• Y 3.P 31:13 1063-K-06 Forms Discard if expired

PENSION BENEFIT GUARANTY CORPORATION

Y 3.P 38/2:2 1070-N General Publications (various titles) Discard if revised
Y 3.P 38/2:11 1070-N Forms Discard if expired

POSTAL RATE COMMISSION

Y 3.P 84/4:2 1092 General Publications (various titles) Discard if revised

SELECTIVE SERVICE SYSTEM

Y 3.SE 4:26 1075-A Telephone Directory Keep latest issue

U.S. SENTENCING COMMISSION

• Y 3.SE 5:2 1094 General Publications (various titles) Discard if revised
Y 3.SE 5:8 1094 Handbooks, Manuals, Guides (various titles) Discard if revised
• Y 3.SE 5:15/ 1094 Reprint Series Discard if full piece is in collection
TENNES See VALLEY AUTHORITY

- Y 3.T 25:2 1082 General Publications (various titles) Discard if revised
- Y 3.T 25:64 1082-L Directories Discard if revised

STANDING, SELECT, AND SPECIAL COMMITTEES (AS APPOINTED)

Y 4.various Cutters 1000-B & C
1002-A & B
1003-A & B
1004-C & D
1009-B & C
1009-B-01 & C-01
1009-B-04 & C-04
1009-B-05 & C-05
1009-B-06 & C-06
1009-B-07 & C-07
1009-B-12 & C-12
1010-A & B
1011 & A
1012-A & B
1012-A-01 & B-01
1013-A & B
1014-A & B
1015-A & B
1016-A & B
1017-A & B
1017-A-05 & B-05
1018-A & B
1019-A & B
1019-A-01 & B-01
1020-A & B
1021-B & C
1022-B & C
1023-A & B
1024-A & B
1024-A-02 & B-02
1025-A & B-01 & A-02
1025-B-01 & B-02
1025-C & D
1027-A & B
1028-A & B
1031-A & B
1032-C & D
1033 & A
1034-A & B
1035-A-01 & A-02
1035-B-01 & B-02
1035-C & D
1037-B & C
1038-A & B
1039-A & B
1040-A & B
1042-A & B
1043-A & B
1045-A & B
1046-A-01 & A-02
1046-B & C
1049-J & K
1089-C & D

Legislative Calendars Keep final edition from each Congress for each committee one year from end of Congress.

House committees generally have a separate class stem for calendars.

As Senate committees have the "catch all" Hearings, Prints, and Miscellaneous Publications, it will be more time-consuming to identify this material.

Some committees may not have issued calendars.

STANDING, SELECT AND SPECIAL COMMITTEES (AS APPOINTED)

Y 4.various Cutters 1000-B & C
1002-A & B
1003-A & B
1004-C & D
1009-B & C
1009-B-01 & C-01
1009-B-04 & C-04
1009-B-05 & C-05
1009-B-06 & C-06
1009-B-07 & C-07
1009-B-12 & C-12
1010-A & B
1011 & A
1012-A & B
1012-A-01 & B-01
1013-A & B
1014-A & B
1015-A & B
1016-A & B
1017-A & B
1017-A-02 & B-02
1018-A & B
1019-A & B
1019-A-01 & B-01
1020-A & B
1021-B & C
1022-B & C
1023-A & B
1024-A & B
1024-A-02 & B-02
1025-A-01 & A-02
1025-B-01 & B-02
1025-C & D
1027-A & B
1028-A & B
1031-A & B
1032-C & D
1033 & A
1034-A & B
1035-A-01 & A-02
1035-B-01 & B-02
1035-C & D
1037-B & C
1038-A & B
1039-A & B
1040-A & B
1042-A & B
1043-A & B
1045-A & B
1046-A-01 & A-02
1046-B & C
1049-J & K
1089-C & D

Rules Keep latest edition for each committee.

House committees generally have a separate class stem for rules.

As Senate committees have the "catch all" Hearings, Prints, and Miscellaneous Publications, it will be more time-consuming to identify this material.

Some committees may not have issued rules.

**COMMITTEE ON ARMED SERVICES (HOUSE)**

Y 4.AR 5/2: L 44 1012-A & B Laws Keep latest edition
Y 4.AR 5/2: T 53/3 1012-A & B Title 10, United States Code ... Keep latest edition
COMMITTEE ON BANKING, FINANCE SERVICES (HOUSE)

Y 4.B 22/1: H 81 1013-A & B Basic Laws on Housing and Community Development
Keep latest edition

COMMITTEE ON ECONOMIC & EDUCATIONAL OPPORTUNITIES (HOUSE)

Y 4.ED 8/1: 1015-A & B Compilation of the Juvenile Justice and Delinquency
Prevention Act of 1974 ... Keep latest compilation
Y 4.ED 8/1: 1015-A & B Compilation of the Low-Income Home Energy Assistance Act
of 1981 ... Keep latest compilation
Y 4.ED 8/1: 1015-A & B Compilation of the Older Americans Act of 1965 ... Keep latest
compilation
Y 4.ED 8/1-12: 1015-A & B Compilation of Federal Education Laws Keep latest
compilation

SELECT COMMITTEE ON ETHICS (SENATE)

Y 4.ET 3/4: 1009-B-04 & 1009-C-04 Interpretative Rulings of the Select Committee on
Ethics Keep latest edition

COMMITTEE ON FOREIGN RELATIONS (SENATE)

compilation R

COMMITTEE ON JUDICIARY (HOUSE)

latest edition
latest edition R
Courts Keep latest edition R

JOINT COMMITTEE ON PRINTING

latest edition
• Y 4.P 93/1:6 0992-A Government Printing and Binding Regulations Keep latest
edition
COMMITTEE ON WAYS AND MEANS (HOUSE)


DISCONTINUED OR INACTIVE TITLES SINCE 1992

A 1.10/A: 0017 Yearbook Discard if select A 1.10:
A 1.76: 0003 Agricultural Handbooks Discard if revised
A 62.15: 0071-E Handbooks, Manuals, Guides (various titles) Discard if revised
A 110.14: 0031-C-02 Foreign Plants Certified to Export Meat to the United States Discard if revised
A 111.8: 0125-B-02 Handbooks, Manuals, Guides (various titles) Discard if revised
AA 1.2:V 88/ 0074-C-03 Volunteers in Service to America Keep latest edition
AA 1.11: 0030-A-02 ACTION Pamphlets Discard if revised
AA 1.19: 0074-C-12 Forms Discard if revised
AA 1.20: 0074-C-13 Directories Keep latest edition
AA 3.8: 0074-D-02 Handbooks, Manuals, Guides (various titles) Discard if revised
AE 1.110/2: 0569-C-02 List of Audiovisual Materials Produced by the United States Government Discard if revised
AE 2.113: 0574-A-01 Codification of Presidential Proclamations & Executive Orders Keep latest edition. Watch inclusive dates (previously classed as GS 4.113/3:)
C 1.24/3: 0127 Commerce Publications Update Keep current year plus previous year
C 1.37/3: 0126-C-04 Megamarketplace East/West Keep latest edition
C 1.61: 0126-D-02 Interagency Auditor Training Center Bulletin Keep latest edition
C 1.88/2: 0128-N National Economic, Social & Environmental Data Bank Keep latest edition
C 3.31/7: 0152-B-01 thru 0152-B-53 Census of Agriculture: Preliminary or Advance Reports Not published for the 1992 Economic Census
C 3.223/18: 0159-B-01 thru 0159-B-53 Census of Population and Housing: Summary Reports Summary reports were issued, but are not superseded by any other report in the 1990 Census
C 3.223/19: 0159-B-01 thru 0159-B-53 Census of Population and Housing: Advance Reports Not published for the 1990 decennial census
C 3.238/4: 0142-D Address List, National Clearinghouse for Census Data Apparently no longer being published
C 3.240/3: 0142-D Data Access Descriptions: Computer Tape Series Apparently no longer being
published
C 3.240/5: 0142-D Access Descriptions: Collection, Evaluation and Processing Apparently no longer being published
C 3.255/3-2: 0133 Census of Retail Trade: Industry Series, Preliminary Reports Not published for 1987 or 1992 Economic Census
C 3.256/3-2 0133-B-01 Census of Wholesale Trade: Industry Series Not published for 1987 or 1992 Economic Census
C 3.257/3-3: 0133-C-01 Census of Service Industries: Industry Series, Preliminary Reports Not published for 1987 or 1992 Economic Census
C 3.262: 0148-F Directory of Data Files Published in 1979. Apparently no longer being published
C 55.416/7-3: 0192-A-08 VFR/IFR Wall Planning Chart (West) Discontinued
C 55.416/7-4: 0192-A-08 VFR/IFR Wall Planning Chart (East) Discontinued
C 55.421: 0199 Tide Tables--West Coast Keep latest edition R
C 55.421/2: 0197 Tide Tables--East Coast Keep latest edition R
C 55.421/3: 0198 Tide Tables: Europe and West Coast of Africa Keep latest edition R
C 55.421/4: 0196 Tide Tables: Central and Western Pacific Keep latest edition R
C 55.425: 0190 Tidal Current Tables: Atlantic Coast Keep latest edition
C 55.425/2: 0191 Tidal Current Tables: Pacific Coast Keep latest edition
C 55.427: 0192-A-22 Pacific Chart Supplement Discontinued
C 55.502: 0207-B-01 General Publications (various titles) Discard if revised
C 55.508: 0207-B-02 Handbooks, Manuals, Guides (various titles) Discard if revised
C 61.11: 0231-I Foreign Economic Trends (series) Superseded notes are on individual issues. Discontinued with issue 93-12
C 61.12: 0231-B Overseas Business Reports (series) Superseded notes appear on issues. Now available on NTDB CD-ROM, C 1.88:
C 61.23/2: 0212 Export Administration Bulletin Keep issues until replaced by C 61.23:
C 61.30: 0231-M-01 to 0231-M-50 State Export Series Keep latest issues for each state. (Class change, see C 61.30/1: to C 61.30/50:)
D 1.7: 0304-H Telephone Directory Keep latest issue
D 1.76/2: 0314-G Federal Supply Classification Listings of DOD Standardization Documents Keep latest edition
D 5.351/2: 0378-E-11 Catalog of Maps, Charts, and Related Products Vol. 1 See C 55.440:1/
D 5.352: 0378-D-01 Catalog ... Defense Mapping School Keep latest edition
D 5.352/2: 0378-D-02 Student Text Series Keep latest issues
D 5.355:1144 0378-E-35 Series 1144 The World Keep latest revision
D 5.355:1145 0378-E-35 Series 1145 The World Keep latest revision

Federal Depository Library Program (FDLP) fdlp.gov
D 5.355:1150 0378-E-35 Series 1150 The World Keep latest revision
D 5.355:1209 0378-E-07 Series 1209 Europe Keep latest revisions
D 5.355:5104 0378-E-06 Series 5104 USSR and Adjacent Areas Keep latest revisions
D 7.6/2: 0314-A Handbooks (H series) Discard if revised
D 7.6/9: 0314-A HQM (Series) Keep latest edition
D 7.6/16 0314-A ---Routing Identifier Codes Keep latest editions
D 7.6/17: 0314-A ---Procedures Keep latest editions
D 7.8/9: 0314-A HQM (Series) Keep latest edition
D 7.28: 0314-L-07 Freight Classification Data File, Basic Keep latest edition
D 14.8/4: 0857-D-12 Instructors Guide (IG series) Keep latest editions
D 14.9: 0320-B-02 Technical Report Series Discard if revised
D 14.10: 0857-D-11 Miscellaneous Publications (MP series) Discard if revised
D 14.17: 0320-B-11 Research Study (RS series) Discard if revised
D 101.9/2: 0323 (Command and Installation Regulations) Keep latest edition
D 101.9/2-2: 0323 DARCOM Supplement 1 to Army Regulations (AR series) Discard if revised
D 101.93: 0322-L Educational Services Brochure and Schedule of Courses Dated. Discard when expired
D 301.80: 0424 Community College of the Air Force: General Catalog Keep latest issue
E 1.86/2: 0429-A-08 Argonne News Keep current year plus previous year R
GA 1.16/3: 0546-E Reports and Testimony Superseded by GA 1.16/3-2: 0546-E (annual) Index of Reports issued in... (annual) 0546-E
GP 3.8: 0557-A or B Monthly Catalog Semiannual Index Discard when annual cumulative index arrives
GP 3.22/6: 0552-C SIGCAT CD-ROM Compendium Discontinued. No longer a government publication
GS 1.29: 0580-A-03 Federal Travel Directory Dated. Discard when expired
GS 2.21/2: 0580-A-04 Federal Hotel/Motel Discount Directory Dated. Discard when expired
HE 1.18/3: 0444-B Publications Catalog Note: Entries extracted from Monthly Catalog (GP 3.8:)
HE 20.3173: 0507-G-16 International Cancer Research Data Bank: Special Listing
NCI/ICRDB/SL Keep current year plus previous year R
HE 20.3173/2: 0507-G-28, 0507-G-26 ICRDB Cancergrams: Series CB, Series CTMost entries also contained in Index Medicus. Keep current year plus previous year R
HE 20.3173/2-2: 0507-G-28 Recent Reviews, Carcinogenesis, Supplement to the Cancergrams Keep current year plus previous year
HE 20.3173/3: 0507-G-16 International Cancer Research Data Bank: Oncology Overview
NCI/ICRDB Series Keep current year plus previous year
HE 20.3464: 0497-C-09 Catalog of Cell Lines Discard if revised R
HE 20.3465/2: 0497-C-13 NIGMS Research Reports Discontinued
HE 20.3612/2-2: 0508-E-01 Cumulated Abridged Index Medicus Discontinued with v. 25. Information available on MEDLINE database
HE 20.3618: 0508-J Index of NLM Serial Titles Keep latest issue
HE 20.4043: 0480-B-01 HHS News, Food and Drug Administration Discontinued
HE 20.4102: 0498-B-02 General Publications (various titles) Discard if revised
HE 20.4108: 0498-B-01 Handbooks, Manuals, Guides (various titles) Discard if revised
HE 20.4122: 0498-B-12 Directory of Personnel Responsible for Radiological Health Programs Keep latest issue
HE 20.4202: 0499-K-01 General Publications (various titles) Discard if revised
HE 20.4208/2: 0499-K Guidelines for the Clinical Evaluation of Various Drugs Discard if revised
HE 20.4309; 0494-B-04 Medical Devices and Diagnostic Products Standards Survey - International edition Keep latest edition
HE 20.6610: 05077-J-04 Directory of Programs Preparing Registered Nurses for Expanded Roles Discard when expires or keep latest issue
HE 20.7009/2 A: 0508-A-05 MMWR Surveillance Summaries (separates) Discontinued
HE 20.7021/6: 0504-C Homestudy Course: Foodborne Disease Control (series) Discontinued
HE 20.7112: 0494-D-01 Registry of Toxic Effects of Chemical Substances Discontinued with the July 1993 issue. CD-ROM version now available through NTIS
HE 20.7413: 0494-L-04 Position Classification and Pay in State and Territorial Public Health Laboratories Discontinued
HE 20.8013: 0497-D-06 ADAMHA News Keep current year
HE 20.8019: 0497-D-10 Memorandum on Women's Alcohol, Drug Abuse, and Mental Health
Issues Keep current year plus previous year
HE 20.8134: 0507-B-34 National Clearinghouse for Mental Health Information: Literature Survey Series Discard if revised
HE 20.9110/4: 0532-E-16 NHSC (National Health Service Corps) Notes Keep current year plus previous year edition
HE 20.9309/2: 0512-A-01 International Classification of Diseases Discard if revised
HE 22.2:IN 8 0512-A-01 International Classification of Diseases Discard if revised
HE 22.8/11: 0512-A-22 State Buy-In Manual on Supplementary Medical Insurance Enrollment,
NF 2.8/2-10: 0831-B-02 Media Arts: Film/Radio/Television Dated. Discard when expired
NF 2.8/2-11: 0831-B-02 Design Arts, Application Guidelines Dated. Discard when expired
NF 2.8/2-12: 0831-B-02 Opera-Musical Theater, Application Guidelines Dated. Discard when expired
NF 2.8/2-13: 0831-B-04 Visual Arts Fellowships Dated. Discard when expired
NF 2.8/2-14: 0831-B-02 Music: Chamber/Jazz Ensembles, Jazz Special Projects/Services, Choruses, Orchestras, Music Festives Dated. Discard when expired
NF 2.8/2-16: 0831-B-02 Folk Arts Application Guidelines Dated. Discard when expired
NF 2.8/2-17: 0831-B-04 State & Regional Programs Application Guidelines Fiscal Years Dated. Discard when expired
NF 2.8/2-18: 0831-B-02 Expansion Arts, Application Guidelines Dated. Discard when expired
NF 2.8/2-19: 0831-B-04 Advancement, Application Guidelines Dated. Discard when expired
NF 2.8/2-20: 0831-B-02 Challenge III Grants, Application Guidelines Dated. Discard when expired
NF 2.8/2-21: 0831-B-02 Local Programs, Application Guidelines Dated. Discard when expired
NF 2.8/2-22: 0831-B-02 Inter-Arts Initiative for Interdisciplinary Artists Dated. Discard when expired
NF 2.8/2-23: 0831-B-02 Presenting: Presenting Organizations, Presenting Networks Dated. Discard when expired
NF 2.8/2-24: 0831-B-10 Arts Administration Fellows Program, Application Guidelines Dated. Discard when expired
NF 2.8/2-25: 0831-B-02 Challenge II Grants Dated. Discard when expired
NF 2.8/2-26: 0831-B-02 Inter-Arts Artists' Projects Dated. Discard when expired
NF 2.8/2-27: 0831-B-02 Arts in Education, Special Projects Dated. Discard when expired
NF 2.8/2-28: 0831-B-04 Arts in America Dated. Discard when expired
NF 2.8/2-29: 0831-B-04 Inter-Arts Grants to Presenting Organizations, Services to Presenting Organizations, Special Touring Initiative Dated. Discard when expired
NF 2.8/2-30: 0831-B-04 Theater Support to Individuals Dated. Discard when expired
NF 2.8/2-31: 0831-B-04 Local Arts Agencies Program, Application and Guidelines Dated. Discard when expired
NF 2.8/2-32: 0831-B-04 International: International Projects Initiative for Organizations Partnerships Dated. Discard when expired
NF 2.8/2-33: 0831-B-04 Theater Support to Organizations Dated. Discard when expired
NF 2.8/2-34: 0831-B-04 International Application Guidelines, International Program: Fellowships and Residencies Partnerships Dated. Discard when expired
NF 2.8/2-35: 0831-B-04 International Application Guidelines, International Program: International Projects Initiative for Organizations Partnership Dated. Discard when expired
NF 2.8/2-36: 0831-B-11 Folk & Traditional Arts, Application and Guidelines Dated. Discard when expired
NF 2.8/2-37: 0831-B-12 Arts in Education, Arts Plus, Application Guidelines for Fiscal Year Dated. Discard when expired
NF 3.2:D 63/ 0831-B-01 Dissertation Grants Support for Doctoral Candidates in the Humanities to Complete the Dissertation Dated. Discard when expired
NF 3.2:G 76/2 0831-B-01 NEH Study Grants for College and University Teachers Dated.
Discard when expired
NF 3.2:R 31/7/ 0831-B-01 Interpretive Research Humanities, Sciences and Technology Dated. Discard when expired
NF 3.2:R 31/8/ 0831-B-01 Interpretive Research Projects, Application Instructions and Forms Dated. Discard when expired
NF 3.2:R 31/9 0831-B-01 Interpretive Research Archeology Projects, Application Instructions and Forms Dated. Discard when expired
NF 3.2:R 31/10 0831-B-01 Interpretive Research Collaborative Projects, Application Instructions and Forms Dated. Discard when expired
NF 3.2:R 31/11/ 0831-B-01 Interpretive Research Archeology Projects, Guidelines Application Forms Dated. Discard when expired
NF 3.2:R 31/12 0831-B-01 Interpretive Research Collaborative Projects, Archeology Projects, Humanities, Science and Technology Dated. Discard when expired
NF 3.2:R 31/13 0831-B-01 Interpretive Research Conferences, Guidelines and Application Forms Dated. Discard when expired
NF 3.2:ST 2 0831-B-01 Division of State Programs, Application Instruction and Forms Dated. Discard when expired
NF 3.2:T 31/ 0831-B-01 Texts Editions, Application Instructions and Forms Dated. Discard when expired
NF 3.2:T 31/2/ 0831-B-01 Text Publications Subventions, Application Instructions and Forms Dated. Discard when expired
NF 3.2:T 31/3/ 0831-B-01 Text Translations Application Instructions and Forms Dated. Discard when expired
NF 3.2:Y 8/5/ 0831-B-01 Younger Scholars Awards Dated. Discard when expired
NF 3.2:Y 8/6/ 0831-B-01 Younger Scholars, High School Student, College Students Guidelines Applications Forms Dated. Discard when expired.
NF 3.2:Y 8/7/ 0831-B-01 College Young Scholars Awards Dated. Discard when expired
NF 3.8:T 69/ 0831-B-01 Travel to Collections Small Grants for Research in Libraries Dated. Discard when expired
NF 3.8/2-2: 0831-B-01 Humanities Projects in Libraries Dated. Discard when expired
NF 3.8/2-6: 0831-B-01 Younger Scholars, Guidelines Application Forms Dated. Discard when expired
NF 3.13/2: 0831-B-05 Summer Seminars for College Teachers, Guidelines and Application Forms for Directors Dated. Discard when expired
NF 3.13/2-2: 0831-B-05 Summer Seminars for College Teachers, Guidelines and Application Forms for Participants Dated. Discard when expired
NF 3.13/3-2: 0831-B-07 Summer Seminars for School Teachers, Guidelines and Application Form for Participants Dated. Discard when expired
NF 3.13/3-3: 0831-B-07 Summer Seminars for School Teachers, Guidelines and Application Forms for Directors Dated. Discard when expired
NF 3.19: 0831-B-07 Travel to Collections, Guidelines and Application Instructions Dated. Discard when expired
NF 3.22: 0831-B-01 Summer Stipends Dated. Discard when expired
PE 1.10/8: 0074-E Manuals Keep latest edition
PM 1.21: 0292 Current Federal Examination Announcements Keep latest issue
S 1.8/2: 0868-C Employees of Diplomatic Missions Keep latest issue
SBA 1.32: 0901-E Management Aids Discard if revised
SI 1.36: 0910-B RIF Newsletter Keep current year
TD 4.11: 0431-A-09 International Notices to Airmen Keep latest issue
VA 1.48/2-2: 0989-G Research News Keep current year plus previous year
VA 1.49: 0989-G Veterans Educations Newsletters Keep current year plus previous year
VA 1.56/2: 0989-G-01 Newsletter, North Central Regional Medical Education Center Keep current year plus previous year
VA 1.56/3: 0989-G-02 Newsletter, VA Medical Center, Phoenix, AZ Keep current year plus previous year
VA 1.56/5: 0989-G-03 Newsletter, VA Medical Center, Allen Park, MI Keep current year plus previous year
VA 1.59: 0983-A-06 Environmental Impact Statements Keep finals
Y 3.AD 9/3: 1049-I Reports and Publications Only one report (1984) has been distributed within the past ten years
Y 3.C 76/3:26 1062-C-20 CPSC Public Calendar Keep current year
Y 3.R 31/2:15 1061-K-01 Real Estate Asset Inventory See Y 3.F 31/8:31/
Y 4.P 93/1:C 64 1004-C U.S. Code, Title 44, Public Printing and Documents Keep latest edition