

**U.S. DEPARTMENT OF AGRICULTURE  
CLASSIFIED DOCUMENT ACCOUNTABILITY RECORD**

DATE

**SECTION I. GENERAL**

TO:	RETURN TO:
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DATE RECEIVED	SUSPENSE DATE	REVIEW DATE	REGISTERED MAIL NO.
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CONTROL, LOG OR FILE NO.	CLASSIFICATION	NUMBER OF COPIES	DESCRIPTION <i>(Type, File Ref., Unclassified Subject or Short Title and Number of Endorsements/Incls.)</i>	DATE OF DOCUMENT	ORIGINATOR

**SECTION II. ROUTING**

TO	COPY NO.	DATE	PRINTED NAME	SIGNATURE
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2.				
3.				
4.				
5.				

**SECTION III. DESTRUCTION CERTIFICATE *(Check appropriate block)***

MATERIAL DESCRIBED HEREON HAS BEEN:  
 DESTROYED                       TORN IN HALF AND PLACED IN A CLASSIFIED WASTE CONTAINER

OFFICE SYMBOL	DATE	PRINTED NAME OF DESTRUCTION AUTHORITY	SIGNATURE
DESTRUCTION RECORD NO.	DATE	PRINTED NAME OF CERTIFYING/DESTR. OFF.	SIGNATURE
PAGE OR COPY NUMBER	DATE	PRINTED NAME OF WITNESSING OFFICIAL	SIGNATURE

**SECTION IV. REPRODUCTION AUTHORITY**

NUMBER OF COPIES TO BE REPRODUCED	AUTHORIZED BY	DATE
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**SECTION V. RECEIPT/TRACER ACTION *(Check appropriate block)***

RECEIPT OF DOCUMENT(S) ACKNOWLEDGED                       DOCUMENT(S) HAVE NOT BEEN RECEIVED  
 TRACER ACTION: SIGNED RECEIPT FOR MATERIAL DESCRIBED ABOVE HAS NOT BEEN RECEIVED

DATE	PRINTED NAME, GRADE OR TITLE	SIGNATURE
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COMMENTS