REQUEST FOR RECORDS DISPOSITION AUTHORITY

<table>
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<tr>
<th>JOB NUMBER</th>
<th>N1-462-11-</th>
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To NATIONAL ARCHIVES & RECORDS ADMINISTRATION
8601 ADELPHE ROAD COLLEGE PARK, MD 20740-6001

1 FROM (Agency or establishment)
U S Department of Agriculture

2 MAJOR SUBDIVISION
Center for Nutrition Policy and Promotion

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER
Michael Short

5 TELEPHONE NUMBER
(703) 605-0796

6 AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached __4__ page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

x is not required
☐ is attached, or
☐ has been requested

DATE 15 July 2011
SIGNATURE OF AGENCY REPRESENTATIVE

TITLE Agency Records Officer

7 ITEM NO

8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION
SEE ATTACHED

SuperTracker (System is in development and name may change upon fielding)

NOTE CNPP is serviced by FNS
(Mission Area Food, Nutrition, and Consumer Services)

9 GRS OR SUPERSEDED JOB CITATION

10 ACTION TAKEN
(NARA USE ONLY)

PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV. 3-91)
Prescribed by NARA 36 CFR 1228
Title: Super Tracker (system is in development and name may change when fielded)

Agency: U.S. Department of Agriculture (USDA)

Office: Center for Nutrition Policy and Promotion (CNPP)

NARA Disposal Authority:

This schedule authorizes the disposition of the record copy in any media (media neutral). Records designated for permanent retention must be transferred to the National Archives in accordance with NARA standards at the time of transfer.

Description:

The purpose of the SuperTracker system is to provide online, interactive, diet and physical activity planning, assessment and analysis to help Americans put the December 2010 release of the Dietary Guidelines for Americans and 2008 Physical Activity Guidelines for Americans into practice. The SuperTracker 2010 system is intended to make the Dietary and Physical Activity Guidelines for Americans understandable, accessible, and actionable.

Disposition Instructions:

Item 1, Input.

Users input data about the foods they eat and physical activities they perform by searching and selecting foods and physical activities and keying in portion/quantity and duration data—SuperTracker leverages data from the USDA Agricultural Research Services foods database (What's In The Foods You Eat Search Tool — downloadable version) and the Ainsworth physical activities database to derive energy expenditure values.
Users have the option to create a profile to obtain more tailored guidance by keying in data.

**Temporary.** Delete after the necessary data have been incorporated into a master file—**GRS 20, Electronic Records, Item 2d.**

**Item 2, Master File/Database.**

Master file/database contains user account information along with user’s personal dietary and physical activity information. Information maintained on registered users is as follows. This information can only be accessed by a unique username and password.

- Age (number only – not day/month/year)
- Gender
  - If female and pregnant, baby’s due date
  - If female and breastfeeding, breastfeeding percentages (milk vs. formula)
- Height
- Weight
- Physical Activity Level
- Display Name (not legal name)
- Journal Entries

**Temporary.** Individual’s records will be purged after they have been inactive in the system for one (1) year.

**Item 3, Outputs.**

Users may generate reports based on the foods eaten and activities performed data they input at will. Reports will reflect user data for the date range specified. On-screen charts tracking physical activity and/or food recommendation progress are updated upon data post-back to the server.

**Temporary.** Delete when the agency determines that they are no longer needed for administrative, legal, audit, or other operational purposes—**GRS Electronic Records, item 4.**
Item 4, System Documentation

Temporary. Destroy or delete when superseded or obsolete, or upon authorized deletion of the related master file or database (Item b), or upon the destruction of the output of the system if the output is needed to protect legal rights, whichever is later—GRS-20, Electronic Records, Item 11a(f).