

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB

NI-145-87-2

DATE RECEIVED

November 25, 1986

TO: **GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

NOTIFICATION TO AGENCY

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

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

2. MAJOR SUBDIVISION
Agricultural Stabilization & Conservation Service

3. MINOR SUBDIVISION
Kansas City Management Office

4. NAME OF PERSON WITH WHOM TO CONFER
Clarice A. Crumb

5. TELEPHONE EXT. **447-7885**

DATE **2-27-87** ARCHIVIST OF THE UNITED STATES *Frank A. Burt*

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE <i>11/18/86</i>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>James H. Dinnardie</i>	D. TITLE Director, Info. Resources Mgmt. Division
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
1.	<p><u>Response Line Log Ticket</u></p> <p>Detailed report of computer hardware and software problems.</p> <p>a. <u>Diskettes</u> - Retain for the duration of SCOAP, plus 1 year. (System Life is 1992.)</p> <p>b. <u>Hard Copies</u> - Destroy 1 year after resolution of problem.</p>		
2.	<p><u>Summary Reports of Pending Problems (Hard Copy)</u></p> <p>The following reports are generated from the Response Live Log Ticket that are unresolved:</p>		

4 items

Request for Records Disposition Authority - Continuation

JOB NO.

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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
3.	<p>Contractor Pending TAC Report.</p> <p>b. Missing and Damaged Equipment Report.</p> <p>c. KCMO Pending Problems TAC Report.</p> <p>d. Upgrades Report.</p> <p>Destroy after 6 months.</p> <p><u>Weekly Problems Received at Technical Assistance Center</u></p> <p>Report consists of pending problems that have been resolved, received and summarized. (Hard Copy)</p> <p>Destroy 1 year after End of SCOAP Project.</p>		