

Request for Records Disposition Authority

Records Schedule Number DAA-0161-2015-0001
Schedule Status Modified Approved Version

Agency or Establishment Farm Service Agency
Record Group / Scheduling Group Records of the Commodity Credit Corporation
Records Schedule applies to Agency-wide
Schedule Subject Tobacco Programs
Internal agency concurrences will be provided Yes

Background Information TLAP provides direct payment to tobacco growers and quota holders to help defray income loss resulting from the reduction in quota from the 1999 crop year to the 2000 crop year.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0161-2015-0001

Sequence Number

1	Tobacco loss Assistance Program (TLAP) Disposition Authority Number: DAA-0161-2015-0001-0001
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Records Schedule Items

Sequence Number	
1	<p data-bbox="345 380 938 417">Tobacco loss Assistance Program (TLAP)</p> <p data-bbox="345 432 1149 470">Disposition Authority Number DAA-0161-2015-0001-0001</p> <p data-bbox="345 489 1507 600">Records include eligibility requirements, planted and considered planted, appeals payment registers, payment records, individuals producers folders, lists, reports, correspondence and other related records.</p> <p data-bbox="345 619 919 657">Final Disposition Temporary</p> <p data-bbox="345 676 850 714">Item Status Active</p> <p data-bbox="345 732 821 770">Is this item media neutral? Yes</p> <p data-bbox="345 789 821 903">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p data-bbox="345 921 821 1014">Do any of the records covered by this item exist as structured electronic data? Yes</p> <p data-bbox="345 1054 659 1092">Disposition Instruction</p> <p data-bbox="345 1110 1479 1186">Cutoff Instruction Cutoff at the end of the year in which last payment was made.</p> <p data-bbox="345 1205 1382 1243">Retention Period Destroy 3 year(s) after date of last payment</p> <p data-bbox="345 1283 659 1320">Additional Information</p> <p data-bbox="345 1339 951 1377">GAO Approval Not Required</p>

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
08/12/2015	Certify	Keith Holden	Records Officer	Farm Service Agency - Foriegn Agricultural Service
12/23/2015	Return for Revision	John Hulmston	Senior Records Analyst	National Archives and Records Administration - Records Management Services
01/04/2016	Submit For Certification	Debra Lackey	Records Analyst	Management Service Division - Information Management Section
01/06/2016	Certify	Keith Holden	Records Officer	Farm Service Agency - Foriegn Agricultural Service
02/10/2016	Return for Revision	John Hulmston	Senior Records Analyst	National Archives and Records Administration - Records Management Services
02/11/2016	Submit For Certification	Debra Lackey	Records Analyst	Management Service Division - Information Management Section
02/11/2016	Certify	Keith Holden	Records Officer	Farm Service Agency - Foriegn Agricultural Service
03/23/2016	Return for Revision	John Hulmston	Senior Records Analyst	National Archives and Records Administration - Records Management Services
03/23/2016	Submit For Certification	Debra Lackey	Records Analyst	FAS - FAS
03/24/2016	Certify	Keith Holden	Records Officer	Farm Service Agency - Foriegn Agricultural Service

03/24/2016	Return for Revision	John Hulmston	Senior Records Analyst	National Archives and Records Administration - Records Management Services
03/24/2016	Submit For Certification	Debra Lackey	Records Analyst	FAS - FAS
03/25/2016	Certify	Keith Holden	Records Officer	Farm Service Agency - Foreign Agricultural Service
03/29/2016	Submit for Concurrence	John Hulmston	Senior Records Analyst	National Archives and Records Administration - Records Management Services
03/29/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/30/2016	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
03/31/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist