

Request for Records Disposition Authority

WITHDRAWN

Records Schedule Number DAA-0166-2017-0006
Schedule Status Returned Without Action

Agency or Establishment Foreign Agricultural Service
Record Group / Scheduling Group Records of the Foreign Agricultural Service
Records Schedule applies to Agency-wide
Schedule Subject Agricultural Research Service Records
Internal agency concurrences will be provided No

Background Information Record and non-record material accumulated and maintained by the Foreign Agricultural Affairs Officer pertaining to the grant program operated by the Agricultural Research Service in certain countries and financed from proceeds of P.L. 480 sales program.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

WITHDRAWN

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Outline of Records Schedule Items for DAA-0166-2017-0006

Sequence Number

1

Agricultural Research Service Records – Financial, General, Travel and Grant Case files

Disposition Authority Number: DAA-0166-2017-0006-0001

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Records Schedule Items

Sequence Number	
1	<p data-bbox="324 372 1526 457">Agricultural Research Service Records – Financial, General, Travel and Grant Case files</p> <p data-bbox="324 468 1526 510">Disposition Authority Number DAA-0166-2017-0006-0001</p> <p data-bbox="324 521 1526 957">Communications, documents, etc., relating to the operation of the overall ARS Program. Annual statement of allocations of funds to cover administrative obligations and related communications. Quarterly report of obligations and expenditures as submitted by Embassy Budget and Fiscal Office. Establish a case file for each grant by Grant and Project Number and name of institution doing research under grant. This folder should contain copies of documents establishing grant, copies of correspondence, forwarding documents to ARS/W or Regional ARS Office, copies of payment authorizations from ARS/W or Regional ARS Office and copies of vouchers reflecting payments. Itineraries, travel authorizations and vouchers, arrangements, etc., made for USDA personnel in connection with the ARS Program.</p> <p data-bbox="324 968 1526 1010">Final Disposition Temporary</p> <p data-bbox="324 1021 1526 1064">Item Status Withdrawn</p> <p data-bbox="324 1074 1526 1117">Is this item media neutral? Yes</p> <p data-bbox="324 1127 1526 1266">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <p data-bbox="324 1276 1526 1351">GRS or Superseded Authority Citation NC1-166-78-2 No item #</p> <p data-bbox="324 1372 1526 1415">Disposition Instruction</p> <p data-bbox="324 1425 1526 1521">Cutoff Instruction Cutoff at the end of the calendar year in which Grant was completed or terminated.</p> <p data-bbox="324 1532 1526 1574">Retention Period Destroy 2 year(s) after cutoff</p> <p data-bbox="324 1596 1526 1638">Additional Information</p> <p data-bbox="324 1649 1526 1713">GAO Approval Not Required</p>

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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
12/06/2016	Certify	Keith Holden	Records Officer	Farm Service Agency - Foreign Agricultural Service
01/03/2018	Return Without Action	John Hulmston	Senior Records Analyst	National Archives and Records Administration - ACRA

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