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Request for Records Disposition Authority

Records Schedule Number: DAA-0166-2017-0008
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: Commodity Credit Corporation Programs Records
Internal agency concurrences will be provided: No

Background Information: Record material accumulated and maintained by Foreign Agricultural Affairs Officer resulting from promulgation and operation of Commodity Credit Programs under the CCC Charter and Public Law 89-08.

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of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |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 | 7 |

GAO Approval

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Outline of Records Schedule Items for DAA-0166-2017-0008

| Sequence Number | |
|-----------------|--|
| 1 | Commodity Credit Corporation Program Records - General Disposition Authority Number: DAA-0166-2017-0008-0001 |
| 2 | Commodity Credit Corporation Program Records – Credit Sales – Case File Disposition Authority Number: DAA-0166-2017-0008-0002 |
| 3 | Commodity Credit Corporation Program Records – Reports to FAS/W Disposition Authority Number: DAA-0166-2017-0008-0003 |
| 4 | Commodity Credit Corporation Program Records – Reports from OGSM Disposition Authority Number: DAA-0166-2017-0008-0004 |
| 5 | Commodity Credit Corporation Program Records – Lists – Export Sales List and C CC Price List Disposition Authority Number: DAA-0166-2017-0008-0005 |
| 6 | Commodity Credit Corporation Program Records – Negotiated Sales Contracts - G eneral Disposition Authority Number: DAA-0166-2017-0008-0006 |
| 7 | Commodity Credit Corporation Program Records – Negotiated Sales Contracts – C ase Files Disposition Authority Number: DAA-0166-2017-0008-0007 |

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Records Schedule Items

| Sequence Number | |
|-----------------|--|
| 1 | <p data-bbox="329 378 1170 421">Commodity Credit Corporation Program Records - General</p> <p data-bbox="329 431 1146 474">Disposition Authority Number DAA-0166-2017-0008-0001</p> <p data-bbox="329 485 1463 570">Regulations, instructions, procedures, etc. documenting the overall CCC Export Credit Sales Program.</p> <p data-bbox="329 580 911 623">Final Disposition Temporary</p> <p data-bbox="329 634 911 676">Item Status Withdrawn</p> <p data-bbox="329 687 813 729">Is this item media neutral? Yes</p> <p data-bbox="329 740 797 878">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="329 889 1101 963">GRS or Superseded Authority Citation NC1-166-78-2 no item #</p> <p data-bbox="329 995 651 1038">Disposition Instruction</p> <p data-bbox="329 1049 1422 1134">Cutoff Instruction Cutoff at the end of the year in which case was closed.</p> <p data-bbox="329 1144 1166 1187">Retention Period Destroy 8 year(s) after cutoff</p> <p data-bbox="329 1219 651 1261">Additional Information</p> <p data-bbox="329 1283 943 1325">GAO Approval Not Required</p> |
| 2 | <p data-bbox="329 1340 1414 1383">Commodity Credit Corporation Program Records – Credit Sales – Case File</p> <p data-bbox="329 1393 1146 1436">Disposition Authority Number DAA-0166-2017-0008-0002</p> <p data-bbox="329 1447 1490 1606">Establish a case file including financing agreement, and related documentation which may be used to verify actual imports of commodities into a country. Special requests and replies thereto to investigate discrepancies between commodities shipped and those received are also transmitted.</p> <p data-bbox="329 1617 911 1659">Final Disposition Temporary</p> <p data-bbox="329 1670 911 1713">Item Status Withdrawn</p> <p data-bbox="329 1723 813 1766">Is this item media neutral? Yes</p> <p data-bbox="329 1776 797 1915">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> |

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GRS or Superseded Authority Citation NC1-166-78-2 no item #
Disposition Instruction
Cutoff Instruction Cutoff at the end of the year in which case is closed
Retention Period Destroy 3 year(s) after cutoff

Additional Information

GAO Approval Not Required

Commodity Credit Corporation Program Records – Reports to FAS/W

Disposition Authority Number DAA-0166-2017-0008-0003

Special reports on market information and other data relating to CCC financing

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

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GRS or Superseded Authority Citation NC1-166-78-2 no item #

Disposition Instruction

Cutoff Instruction Cutoff at the end of the year after final action

Retention Period Destroy 3 year(s) after cutoff

Additional Information

GAO Approval Not Required

Commodity Credit Corporation Program Records – Reports from OGSM

Disposition Authority Number DAA-0166-2017-0008-0004

Reports received from OGSM on CCC program

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

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GRS or Superseded Authority Citation NC1-166-78-2 no item #

Disposition Instruction

Cutoff Instruction Cutoff at the end of the year after final action

Retention Period Destroy 1 year(s) after cutoff

Additional Information

GAO Approval Not Required

Commodity Credit Corporation Program Records – Lists – Export Sales List and CCC Price List

Disposition Authority Number DAA-0166-2017-0008-0005

Copies of CCC monthly sales list and Weekly list of CCC Support Prices by Commodities

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation NC1-166-78-2 No item #

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Disposition Instruction

Retention Period Destroy when 3 months old

Additional Information

GAO Approval Not Required

Commodity Credit Corporation Program Records – Negotiated Sales Contracts - General

Disposition Authority Number DAA-0166-2017-0008-0006

Policies, regulations, instructions, and procedures documenting the overall exports, importation and use of commodities purchased under the Negotiated Sales Contracts.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

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Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation NC1-166-78-2 no item #

Disposition Instruction

Retention Period Destroy immediately after superseded

Additional Information

GAO Approval Not Required

Commodity Credit Corporation Program Records – Negotiated Sales Contracts – Case Files

Disposition Authority Number DAA-0166-2017-0008-0007

Establish a case file by GSM Contract Number of copies of sales contract; communications with foreign government or agency concerning the distribution plans for the commodities and related documents, i.e., copies of bills of lading and quarterly report received from the importing country or agency showing the use made of the commodities.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation NC1-166-78-2 no item #

Disposition Instruction

Cutoff Instruction Cutoff at the end of the year in which the contract expires.

Retention Period Destroy 3 year(s) after cutoff

Additional Information

GAO Approval Not Required

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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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