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Request for Records Disposition Authority

Records Schedule Number DAA-0166-2017-0019
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 Multilateral Trade Negotiations (MTN)
Internal agency concurrences will be provided No

Background Information Trade negotiations begun under authorization of the Tokyo Declaration of 1974 encompassing a broad range of international trade topics and including over 80 country participants

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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	6

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Outline of Records Schedule Items for DAA-0166-2017-0019

Sequence Number	
1	MTN General negotiations policy and MTN Advisory Committees Disposition Authority Number: DAA-0166-2017-0019-0001
2	MTN General Negotiations Background Disposition Authority Number: DAA-0166-2017-0019-0002
3	MTN Country Profiles Disposition Authority Number: DAA-0166-2017-0019-0003
4	Advisory Committees to the MTN - Membership lists, minutes, copies of reports and correspondence. Disposition Authority Number: DAA-0166-2017-0019-0004
5	Tariff and Non-Tariff Barriers MTN Participants - Magnetic Media Disposition Authority Number: DAA-0166-2017-0019-0005
6	Tariff and Non-Tariff Barriers MTN Participants - Computer printouts Disposition Authority Number: DAA-0166-2017-0019-0006

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Records Schedule Items

Sequence Number

1 MTN General negotiations policy and MTN Advisory Committees

Disposition Authority Number DAA-0166-2017-0019-0001

Position papers, policy statements, or analytical background and recommendations to the MTN and briefing papers

Final Disposition Permanent

Item Status Withdrawn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GRS or Superseded Authority Citation NC1-166-78-1-20-a
NC1-166-78-1-22-a

Disposition Instruction

Transfer to the National Archives for Accessioning Transfer to NARA when 30 years old

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
Creation of program through present

How frequently will your agency transfer these records to the National Archives? Every 30 Years

2 MTN General Negotiations Background

Disposition Authority Number DAA-0166-2017-0019-0002

Reports, records, working files and correspondence

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in

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electronic format(s) other than e-mail and word processing?

GRS or Superseded Authority Citation NC1-166-78-1-20-b

Disposition Instruction

Retention Period Destroy when negotiation authority expires

Additional Information

GAO Approval Not Required

MTN Country Profiles

Disposition Authority Number DAA-0166-2017-0019-0003

Case files on negotiating stances in the NTN, including Embassy Economic and Political reports, records of notifications and consultations and related material

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 NC1-166-78-1-21

Disposition Instruction

Retention Period Destroy when 5 years old

Additional Information

GAO Approval Not Required

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Advisory Committees to the MTN - Membership lists, minutes, copies of reports and correspondence.

Disposition Authority Number DAA-0166-2017-0019-0004

MTN Advisory committee membership lists, minutes etc.

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 NC1-166-78-1-22-b

Disposition Instruction

Retention Period Destroy 3 year(s) after termination of the MTN

Additional Information

GAO Approval Not Required

Tariff and Non-Tariff Barriers MTN Participants - Magnetic Media

Disposition Authority Number DAA-0166-2017-0019-0005

Magnetic Media containing information on tariff and non-tariff barriers to trade by country and commodity

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 NC1-166-78-1-23-a

Disposition Instruction

Retention Period Destroy when no longer needed

Additional Information

GAO Approval Not Required

Tariff and Non-Tariff Barriers MTN Participants - Computer printouts

Disposition Authority Number DAA-0166-2017-0019-0006

Print outs of tariff and non-tariff barriers for MTN Participants

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 NC1-166-78-1-23-b

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Disposition Instruction

Retention Period

Destroy after 6 months or when no longer required
for reference, whichever is sooner.

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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