

**WITHDRAWN**

**Request for Records Disposition Authority**

Records Schedule Number      DAA-0166-2017-0024  
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                Publications Distribution  
Internal agency concurrences will be provided      No

Background Information

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of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |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                                     | 2                                     |

GAO Approval

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Outline of Records Schedule Items for DAA-0166-2017-0024

| Sequence Number |  |
|-----------------|--|
| 1               | General<br>Disposition Authority Number: DAA-0166-2017-0024-0001       |
| 2               | Mailing lists<br>Disposition Authority Number: DAA-0166-2017-0024-0002 |

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### Records Schedule Items

| Sequence Number |  |
|-----------------|--|
| 1               | <p><b>General</b></p> <p>Disposition Authority Number      <b>DAA-0166-2017-0024-0001</b></p> <p><b>Correspondence, requests, forms and other records relating to change in mailing lists</b></p> <p>Final Disposition                      <b>Temporary</b></p> <p>Item Status                              <b>Withdrawn</b></p> <p>Is this item media neutral?          <b>Yes</b></p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      <b>No</b></p> <p>GRS or Superseded Authority Citation      <b>NC1-166-78-1-32-a</b></p> <p><b>Disposition Instruction</b></p> <p>Retention Period                      <b>Destroy after revision of mailing list or when 3 months old</b></p> <p><b>Additional Information</b></p> <p>GAO Approval                          <b>Not Required</b></p> |
| 2               | <p><b>Mailing lists</b></p> <p>Disposition Authority Number      <b>DAA-0166-2017-0024-0002</b></p> <p>Final Disposition                      <b>Temporary</b></p> <p>Item Status                              <b>Withdrawn</b></p> <p>Is this item media neutral?          <b>Yes</b></p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      <b>No</b></p> <p>GRS or Superseded Authority Citation      <b>NC1-166-78-1-32-b</b></p> <p><b>Disposition Instruction</b></p> <p>Retention Period                      <b>Destroy when cancelled or revised.</b></p>  |

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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<br>- Foreign Agricultural<br>Service  |
| 01/03/2018 | Return Without Action | John Hulmston | Senior Records Analyst | National Archives and<br>Records Administration<br>- ACRA |

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