

WITHDRAWN

Request for Records Disposition Authority

Records Schedule Number DAA-0166-2017-0026
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 Cooperator Personnel and Consultants
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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0166-2017-0026

Sequence Number	
1	Cooperator Personnel Disposition Authority Number: DAA-0166-2017-0026-0001
2	Consultants Disposition Authority Number: DAA-0166-2017-0026-0002

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Records Schedule Items

Sequence Number

1	<p>Cooperator Personnel</p> <p>Disposition Authority Number DAA-0166-2017-0026-0001</p> <p>Personnel documents, salary histories, job descriptions, salary schedules and allowances, leave information, biographic data, awards, correspondence and related material pertaining to cooperator employees stationed overseas, subsidized by FAS Market Development Funds</p> <p>Final Disposition Temporary</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p> <p>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>GRS or Superseded Authority Citation NC1-166-78-1-37-a</p> <p>Disposition Instruction</p> <p>Retention Period Destroy 1 years after the end of the year in which employee is terminated.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>Consultants</p> <p>Disposition Authority Number DAA-0166-2017-0026-0002</p> <p>Personnel documents, salary histories, job descriptions, salary schedules and allowances, leave information, biographic data, awards, correspondence and related material pertaining to Consultants stationed overseas, subsidized by FAS Market Development Funds.</p> <p>Final Disposition Temporary</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p> <p>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GRS or Superseded Authority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

NC1-166-78-1-37-b

Disposition Instruction

Cutoff Instruction

Cutoff at the end of the year in which the consultant
is released.

Retention Period

Destroy information when no longer required for
reference

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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