

WITHDRAWN

Request for Records Disposition Authority

Records Schedule Number DAA-0166-2017-0030
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 Public Relations - Information and Public Relations
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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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	8

GAO Approval

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Outline of Records Schedule Items for DAA-0166-2017-0030

Sequence Number	
1	News Releases Disposition Authority Number: DAA-0166-2017-0030-0001
2	Photographs Disposition Authority Number: DAA-0166-2017-0030-0002
3	Contribution of Articles Disposition Authority Number: DAA-0166-2017-0030-0003
4	Films Disposition Authority Number: DAA-0166-2017-0030-0004
5	Speeches - FAO/F Disposition Authority Number: DAA-0166-2017-0030-0005
6	Exhibits, Fairs and Expositions. Disposition Authority Number: DAA-0166-2017-0030-0006
7	Speeches - USDA Officials Disposition Authority Number: DAA-0166-2017-0030-0007
8	Routine Inquiries Disposition Authority Number: DAA-0166-2017-0030-0008

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Records Schedule Items

Sequence Number	
1	<p>News Releases</p> <p>Disposition Authority Number DAA-0166-2017-0030-0001</p> <p>Copies of news releases issued by the department/agency</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Item Status Withdrawn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>Disposition Instruction</p> <p>Retention Period Destroy when 3 years old.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>Photographs</p> <p>Disposition Authority Number DAA-0166-2017-0030-0002</p> <p>Copies of Copies of photographs which cannot be filed in any other category.</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Item Status Withdrawn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GRS or Superseded Authority Citation NC1-166-78-2-ADM-5-5</p> <p>Disposition Instruction</p> <p>Retention Period Destroy 3 years after event at which photograph was taken</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>

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Contribution of Articles

Disposition Authority Number DAA-0166-2017-0030-0003

Copies of contributions by staff to various USDA and other publications and related communications.

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-ADM-5-1

Disposition Instruction

Retention Period Destroy 2 year(s) after publication of article

Additional Information

GAO Approval Not Required

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Films

Disposition Authority Number DAA-0166-2017-0030-0004

Communications relating to procurement of films, transmission, distribution, records of showings, 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

GRS or Superseded Authority Citation NC1-166-78-2-ADM-5-4

Disposition Instruction

Retention Period Destroy 2 year(s) after after last showing of film.

Additional Information

GAO Approval Not Required

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Speeches - FAAO/F

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Disposition Authority Number DAA-0166-2017-0030-0005

Copies of FAO/F or related office speeches

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-ADM-5-7-b

Disposition Instruction

Retention Period Destroy when 2 years old.

Additional Information

GAO Approval Not Required

Exhibits, Fairs and Expositions.

Disposition Authority Number DAA-0166-2017-0030-0006

Notice of local exhibits, fairs, expositions, etc., and related communications.

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-ADM-5-3

Disposition Instruction

Retention Period Destroy 1 year(s) after completion of event

Additional Information

GAO Approval Not Required

Speeches - USDA Officials

Disposition Authority Number DAA-0166-2017-0030-0007

Copies of speeches by USDA Officials that contain background reference material.

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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-ADM-5-7-a

Disposition Instruction

Retention Period Destroy when 1 year old.

Additional Information

GAO Approval Not Required

Routine Inquiries

Disposition Authority Number DAA-0166-2017-0030-0008

Communications relating to requests for general information or publications and replies thereto when not involving a policy decision, special compilation or research for reply

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-ADM-5-6

Disposition Instruction

Retention Period Destroy when 6 months old.

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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