

WITHDRAWN

Request for Records Disposition Authority

Records Schedule Number: DAA-0166-2017-0031
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 Law 480 Records
Internal agency concurrences will be provided: No

Background Information: Material accumulated and maintained resulting from the promulgation and operation of the Agricultural Trade Development and Assistance Act of 1954, as amended.

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of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

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Outline of Records Schedule Items for DAA-0166-2017-0031

Sequence Number	
1	Public Law 480 Programs Disposition Authority Number: DAA-0166-2017-0031-0001
2	Currency, Compliance and Compliance Reports Disposition Authority Number: DAA-0166-2017-0031-0002
3	Sales Program Agreements and Amendments - Case Files Disposition Authority Number: DAA-0166-2017-0031-0003
4	Application and Purchase Authorizations. Disposition Authority Number: DAA-0166-2017-0031-0004
5	Compliance - ADP Printouts Disposition Authority Number: DAA-0166-2017-0031-0005
6	Foreign Donations Disposition Authority Number: DAA-0166-2017-0031-0006
7	General Disposition Authority Number: DAA-0166-2017-0031-0007

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Records Schedule Items

Sequence Number

1

Public Law 480 Programs

Disposition Authority Number **DAA-0166-2017-0031-0001**

Copies of correspondence and other related papers pertaining to analytical data on agricultural commodities in P.L. 480 countries; supporting data regarding volume and scheduling of exports; safeguarding commercial markets and other commodity aspects.

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Item Status **Withdrawn**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GRS or Superseded Authority Citation **NC1-166-78-1-53**

Disposition Instruction

Retention Period **Destroy when 5 years old or when no longer needed for reference, whichever is sooner.**

Additional Information

GAO Approval **Not Required**

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Currency, Compliance and Compliance Reports

Disposition Authority Number **DAA-0166-2017-0031-0002**

Records of deposits and repayments due and made including Form CC-331 schedule of payments and related communications and documents dealing with end uses of currency; Communications pertaining to compliance requirements, i.e., information on arrivals, usual marketing, assurances on resale, transshipment, export restrictions and limitation, self-help programs, publicity and marketing; Quarterly progress reports submitted as required on Form FAS-154.

Final Disposition **Temporary**

Item Status **Withdrawn**

Is this item media neutral? **Yes**

Do any of the records covered by this item currently exist in **No**

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

GRS or Superseded Authority Citation NC1-166-78-2-PL-480-2-3
NC1-166-78-2-PL-480-3
NC1-166-78-2-PL-480-3-2

Disposition Instruction

Retention Period Destroy 2 years after close of agreement, or 2 years after reconciliation of any differences.

Additional Information

GAO Approval Not Required

Sales Program Agreements and Amendments - Case Files

Disposition Authority Number DAA-0166-2017-0031-0003

Records consist of requests, supporting statistical data, negotiating instructions on Agreement and Amendments, including minutes and notes on negotiations, correspondence, telegrams, air grams and AGR Reports leading up to the approval and signing of an individual agreement and/or Amendment and copy of signed Agreement and Amendment.

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-PL-480-2

Disposition Instruction

Retention Period Retain a copy of signed individual agreements and amendments, copies of minutes and notes on negotiations. Destroy all other material 2 years after close of agreement or 2 years after reconciliation of any differences.

Additional Information

GAO Approval Not Required

Application and Purchase Authorizations.

Disposition Authority Number DAA-0166-2017-0031-0004

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Communications and documents pertaining to the application to purchase agricultural commodities and procure ocean transportation and related documents including tenders, bids; Copies of all Purchase Authorizations pertaining to particular Agreement and/or Amendment and communications between FAS/W and FA/O/F and with government of importing country pertaining to the termination, extension of delivery period.

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-PL-480-3
NC1-166-78-2-PL-480-2-2

Disposition Instruction

Retention Period Destroy 1 year(s) after expiration of Purchase Authorization

Additional Information

GAO Approval Not Required

Compliance - ADP Printouts

Disposition Authority Number DAA-0166-2017-0031-0005

Printouts used in connection with a reconciliation of shipments and arrivals.

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-PL-480-3-1
Disposition Instruction
Retention Period Destroy 1 year after all PAs listed on printout have been completed.

Additional Information

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GAO Approval Not Required

Foreign Donations

Disposition Authority Number DAA-0166-2017-0031-0006

Communications and related documents on Famine Relief, Title 11, P.L. 480 and Charity uses, previously Title III of P.L. 480.

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-PL-480-5

Disposition Instruction

Retention Period Destroy when 1 years old.

Additional Information

GAO Approval Not Required

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General

Disposition Authority Number DAA-0166-2017-0031-0007

Records may include policies, regulations, instructions, procedures, and the coordination of special programs under P.L. 480 and Agricultural Trade development and Assistance act of 1954 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-PL-480-1

Disposition Instruction

Retention Period Destroy when superseded

Additional Information

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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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