

Request for Records Disposition Authority

Records Schedule Number DAA-0166-2018-0003

Schedule Status Approved

Agency or Establishment Foreign Agricultural Service

Record Group / Scheduling Group Records of the Foreign Agricultural Service

Records Schedule applies to Agency-wide

Schedule Subject Federal Register

Internal agency concurrences will be provided No

Background Information

The Foreign Agricultural Service (FAS) links U.S. agriculture to the world to enhance export opportunities and global food security. In addition to its Washington, D.C. staff, FAS has a global network of 93 offices covering 171 countries. These offices are staffed by agricultural attachés and locally hired agricultural experts who are the eyes, ears, and voice for U.S. agriculture around the world. FAS staff identify problems, provide practical solutions, and work to advance opportunities for U.S. agriculture and support U.S. foreign policy around the globe.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	0	2	0

GAO Approval

Outline of Records Schedule Items for DAA-0166-2018-0003

Sequence Number	
1	Federal Register - Office of Record - Case Files Disposition Authority Number: DAA-0166-2018-0003-0001
2	Federal Register - Divisional copies Disposition Authority Number: DAA-0166-2018-0003-0002

Records Schedule Items

Sequence Number	
1	<p data-bbox="324 372 1513 414">Federal Register - Office of Record - Case Files</p> <p data-bbox="324 425 1513 468">Disposition Authority Number DAA-0166-2018-0003-0001</p> <p data-bbox="324 478 1513 521">Correspondence, reports, notices, announcements, proposed rules and final rules</p> <p data-bbox="324 532 1513 574">Final Disposition Temporary</p> <p data-bbox="324 585 1513 627">Item Status Active</p> <p data-bbox="324 638 1513 680">Is this item media neutral? Yes</p> <p data-bbox="324 691 1513 840">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 data-bbox="324 851 1513 915">GRS or Superseded Authority Citation n1-166-02-2-1-a</p> <p data-bbox="324 936 1513 978">Disposition Instruction</p> <p data-bbox="324 1000 1513 1085">Cutoff Instruction Cutoff at the end of the calendar year in which created.</p> <p data-bbox="324 1095 1513 1138">Retention Period Destroy 15 year(s) after cutoff</p> <p data-bbox="324 1159 1513 1202">Additional Information</p> <p data-bbox="324 1223 1513 1266">GAO Approval Not Required</p>
2	<p data-bbox="324 1287 1513 1330">Federal Register - Divisional copies</p> <p data-bbox="324 1340 1513 1383">Disposition Authority Number DAA-0166-2018-0003-0002</p> <p data-bbox="324 1393 1513 1436">Correspondence, reports, notices, announcements, proposed rules and final rules.</p> <p data-bbox="324 1447 1513 1489">Final Disposition Temporary</p> <p data-bbox="324 1500 1513 1542">Item Status Active</p> <p data-bbox="324 1553 1513 1596">Is this item media neutral? Yes</p> <p data-bbox="324 1606 1513 1755">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 data-bbox="324 1766 1513 1830">GRS or Superseded Authority Citation N1-166-02-2-1-b</p> <p data-bbox="324 1851 1513 1893">Disposition Instruction</p>

Cutoff Instruction	Cutoff at the end of the calendar year in which created.
Retention Period	Destroy 5 year(s) after cutoff
Additional Information	
GAO Approval	Not Required

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
12/20/2017	Certify	Keith Holden	Records Officer	Farm Service Agency - Foreign Agricultural Service
05/16/2018	Submit for Concurrency	John Hulmston	Senior Records Analyst	National Archives and Records Administration - ACRA
05/17/2018	Concur	Kate Flaherty	Appraiser	National Archives and Records Administration - ACRA
05/21/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
05/22/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist