

# WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0166-2018-0035

## Request for Records Disposition Authority

Records Schedule Number DAA-0166-2018-0035  
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 Scientific and Technical Exchanges  
Internal agency concurrences will be provided No

Background Information The Office of International and Development serves as the central point of contact for all international scientific and technical exchange activity; coordinates participation of USDA agencies and universities in science and technology exchange agreements with other countries; and provides secretariat services for high-level bi-national agreements, including the US-USSR Joint Committee.

### 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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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	4

### GAO Approval

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## Outline of Records Schedule Items for DAA-0166-2018-0035

Sequence Number	
1	Bi-Lateral Agricultural Agreements (policy) and Exchange Reports Disposition Authority Number: DAA-0166-2018-0035-0001
2	Cancun Initiatives Disposition Authority Number: DAA-0166-2018-0035-0002
3	Public Service Disposition Authority Number: DAA-0166-2018-0035-0003
4	Negotiations Disposition Authority Number: DAA-0166-2018-0035-0004

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## Records Schedule Items

### Sequence Number

1	<p>Bi-Lateral Agricultural Agreements (policy) and Exchange Reports</p> <p>Disposition Authority Number: DAA-0166-2018-0035-0001</p> <p>Records include correspondence, position papers, evaluations, trip reports and related material of a policy nature pertaining to Working Group Meetings. Reports prepared by participants in the scientific and technical exchange program and containing information obtained during the exchange.</p> <p>Final Disposition: Permanent</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Item Status: Withdrawn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GRS or Superseded Authority Citation: NC1-166-84-01-30 NC1-166-84-01-32-b</p> <p>Disposition Instruction</p> <p>Cutoff Instruction: Cutoff at the end of the fiscal year.</p> <p>Transfer to the National Archives for Accessioning: Transfer to the National Archives in 5 year blocks 15 year(s) after cutoff</p> <p>Additional Information</p> <p>What will be the date span of the initial transfer of records to the National Archives? Unknown From inception of program to present</p> <p>How frequently will your agency transfer these records to the National Archives? Every 5 Years</p>
2	<p>Cancun Initiatives</p> <p>Disposition Authority Number: DAA-0166-2018-0035-0002</p> <p>Materials relating to the Presidential initiative of 1982. Materials include candidate and task force resumes, country background information, draft position papers, reviews and analyses of position papers developed by other agencies and Departments, cable traffic, budget papers, minutes of inter-departmental working group meetings, copies of briefing books, minutes of discussions with</p>

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representatives of other agencies, officials of the private sector and representatives of the U.S. government and copies of final reports. – Countries include Belize, Chile, Honduras, Guinea, Sudan, Tanzania, Liberia, Poland, Thailand, Panama, and Venezuela.

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 NC1-166-84-01-33

## Disposition Instruction

Cutoff Instruction Cutoff at the end of the fiscal year in which project is terminated.

Retention Period Destroy 10 years after termination of the project or when no longer required for reference.

## Additional Information

GAO Approval Not Required

## Public Service

Disposition Authority Number DAA-0166-2018-0035-0003

Records include memorandum and correspondence provided individuals, trade associations, cooperators and business contacts in response to inquiries.

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 NC1-166-84-01-31

## Disposition Instruction

Cutoff Instruction Cutoff at the end of the fiscal year.

Retention Period Destroy 5 year(s) after cutoff

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## Additional Information

GAO Approval Not Required

## Negotiations

Disposition Authority Number DAA-0166-2018-0035-0004

Material relative to the conduct of bi-lateral and multi-lateral negotiations, including draft position paper, correspondence, cable traffic and related materials.

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 NC1-166-84-01-32-a

## Disposition Instruction

Cutoff Instruction Cutoff at the end of the fiscal year.

Retention Period Destroy when 5 years old or 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
01/10/2018	Certify	Keith Holden	Records Officer	Farm Service Agency - Foreign Agricultural Service
02/28/2018	Return Without Action	Carly Docca	Archives Specialist	National Archives and Records Administration - ACRA

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