

REQUEST FOR RECORDS DISPOSITION AUTHORITY

JOB NUMBER,

NI-166-06-1

To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION
8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001

Date received

4/26/06

1. FROM (Agency or establishment)

United States Department of Agriculture

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION

Foreign Agriculture Service

In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

3. MINOR SUBDIVISION

Knowledge Management

4. NAME OF PERSON WITH WHOM TO CONFER

Jonathan E. Jones

5. TELEPHONE NUMBER

202-690-1870

DATE

4/21/06

ARCHIVIST OF THE UNITED STATES

Allen W. ...

6. 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 on the attached ___ page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies.

is not required

is attached; or

has been requested

DATE

12 April 2006

SIGNATURE OF AGENCY REPRESENTATIVE

[Handwritten Signature]

TITLE

RECORDS OFFICER

7. ITEM NO.

1

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

The Global Agriculture Information Network (GAIN) is a U.S. Department of the Agriculture (USDA) Foreign Agricultural Service (FAS) information system. GAIN is a web-based system that allows users to search FAS' database of overseas reports from 1995 to the present. Users can search reports by date range, country, commodity, or key word in the title. FAS overseas offices submit more than 3,000 reports per year, approximately half of which are scheduled periodic reports.

Information is input into GAIN by the submission of various reports from FAS Overseas Attaches via e-mail. Reports input into the system include Trade Policy Reports, Agricultural Biotechnology, Commodity Reports, and Market Reports. Public information can be accessed through the FAS GAIN search engine at:
<http://www.fas.usda.gov/scriptsw/AttacheRep/default.asp>.

Current search parameter options include date (GAIN can be searched back to January 1, 1995 to current reports), commodities, countries, other subject, or by Agricultural Report (AGR) number. All reports accessed through this portal are unclassified.

This job will supersede FAS Job No. NC-166-78-1/Item 72, which scheduled the paper version of these jobs as permanent.

cc Agency NWMD, NUNE NWMD

9. GRS OR SUPERSEDED JOB CITATION

NC-166-78-1/Item 72

10. ACTION TAKEN (NARA USE ONLY)

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
2.	<p>d. Documentation. PERMANENT. Transfer copy of GAIN documentation in paper or electronic form with GAIN master files. Documentation will include records required to plan, develop, operate, maintain and use the GAIN system. Documentation may include systems specifications, file specifications, codebooks, record layouts, user guides and output specifications. If documentation is updated, forward a copy to NARA.</p> <p>Electronic Mail and Word Processing System Copies:</p> <p>Electronic copies of records that are created on electronic mail and word processing systems and used solely to generate a recordkeeping copy of the records covered by other items in this schedule. Also includes electronic copies of the records created on electronic mail and word processing systems that are maintained for updating, revision, or dissemination.</p> <p>Disposition: Temporary. Destroy/Delete when no longer needed for administrative or other references purposes.</p>	<p>GRS 20, Item 13, Item 14.</p>	