

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		JOB NUMBER	NI-310-12-1
1 FROM (Agency or establishment) USDA – Agricultural Research Service		Date received	7/11/11
2 MAJOR SUBDIVISION National Programs		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
4 NAME OF PERSON WITH WHOM TO CONFER Teresa McDuffie-Frye	5 TELEPHONE NUMBER 301-504-1017	DATE 31 Jun 12	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
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, <input checked="" type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE 8/23/2011	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>		TITLE REE Records Mgmt. Officer
7 ITEM NO 1.	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION <u>Natural Resources and Sustainable Agricultural Systems</u> The (NRSAS) Program Information Systems consists of databases, modules, and models used to support researchers in developing the technologies and strategies needed to help farmers, ranchers, and other managers effectively steward the diverse agricultural mosaic spread across the nation ** Systems that garner significant notoriety and research will be scheduled separately. **	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)

a Inputs

The inputs may consist of

- research that (1) conducts fundamental and quality investigation for the health and economic growth of the American people, and (2) develops new and improved technologies for managing the Nation's agricultural water resources

- research to improve the quality of atmosphere and soil resources affected by, and having an effect on agriculture, and to understand the effects of, and prepare agriculture for, adaption to climate change

- research that (1) enables new varieties and hybrids of bioenergy feedstocks with optimal traits, (2) enables new optimal practices and systems that maximize the sustainable yield of high-quality bioenergy feedstocks, and (3) enables new, commercially preferred biorefining technologies

- research to effectively and safely manage and use manure and other agricultural and industrial byproducts in ways that maximize their potential benefits while protecting the environment and human and animal health

- research activities that include enhancing conservation and restoration of ecosystems and agroecosystems through improvements based on the application of ecological principles, improving management of fire, invasive weeds, grazing, global change and other agents of ecological change, developing grazing-based livestock systems that reduce risk and increase profitability in existing and emerging markets, developing improved grass and forage legume germplasm for livestock, conservation, turf and bioenergy and bioproduct systems, and improving decision-support systems including improving inventory, monitoring, and assessment tools

- research to help producers develop integrated solutions that solve their problems related to productivity, profitability, energy efficiency, and natural resource stewardship for different kinds and sizes of American farms. New configurations of practices are identified to utilize on-farm resources and natural ecosystem processes to reduce the need for purchased inputs and reduce production costs and risks

Disposition TEMPORARY Destroy/delete after the information has been entered into the system and verified, or when no longer needed for administrative, legal, audit, or other operational purposes (GRS 20, Item 2c)

b Master Files

The master files may consists of data about

- soil and soil components and resources

- various air quality sets

- water and water resources
- plant cells
- molecular, biochemical, genetics of key plant traits
- electrical components
- various liquid fuels
- emissions of particulate matter and gases from agricultural operations

Disposition TEMPORARY Cut off information at the end of the fiscal year in which assignment has been completed, information is migrated to a new system/process, or no longer needed for research purposes Data will be retained in the system for a minimum of 10 years Delete when no longer needed for administrative, legal, audit, or other operational purposes

~~c. Outputs~~

~~Outputs may consist of but are not limited to various reports and queries~~

- ~~- Reports are transferred and maintained in the Research Doc Database which is a part of the Agriculture Research Information System (ARIS) (N1-310-08-01)~~

~~Disposition TEMPORARY~~

- ~~1 Destroy printed copies when no longer needed for administrative, legal, audit, or other operational purposes~~
- ~~2 Delete electronic copies when no longer needed for administrative, legal, audit, or other operational purposes~~

~~(GRS 20, Item 4)~~

~~d. System Documentation~~

~~Data system specifications, file specifications, codebooks, record layouts, user guides, output specifications, and final reports (regardless of medium) relating to the master file~~

~~Disposition Temporary Cut off at the end of the fiscal year in which the information is superseded and/or obsolete Destroy when 1 FY old (GRS 20, Item 11a(1))~~