

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 <i>NI-310-12-2</i> Date received <i>7/11/11</i>	
1 FROM (Agency or establishment) USDA – Agricultural Research Service		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION National Programs		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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			
4 NAME OF PERSON WITH WHOM TO CONFER Teresa McDuffie-Frye	5 TELEPHONE NUMBER 301-504-1017	DATE <i>6 Feb 12</i>	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 <i>09-23-2011</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>		TITLE <i>REE Records Mgmt. Officer</i>
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<u>Animal Production and Protection</u> The (APP) Program Information Systems consists of databases, modules, and models that are used to improve the health, well-being, and efficiency of livestock, poultry, and aquatic food animals to ensure a productive and safe food supply. Emphasis is placed on germplasm characterization, improvement and conservation, understanding the mechanisms of disease resistance, and the development of tools to prevent, control, or eradicate diseases that threaten our food supply or public health, and identifying and developing sustainable systems for production of high quality meat, milk, and eggs **Systems that garner significant notoriety and research will be scheduled separately **		

a Inputs

The inputs may consist of

- research to 1) safeguard and utilize animal genetic resources, 2) develop a basic understanding of the physiology of livestock and poultry, and 3) improve animal production systems, all to ensure an abundant, safe, and inexpensive supply of animal products produced in a healthy, competitive, and sustainable animal agriculture sector of the U S economy
- research that delivers effective solutions to prevent and control animal diseases that impact agriculture and public health
- research that aims to eliminate losses to animal production and products caused by arthropod borne diseases and arthropod induced trauma, to reduce the risk to humans from arthropod borne zoonotic diseases, to enhance the safety of animal products and the quality of life for humans, and to increase the value and competitiveness of United States agriculture
- research that aims to support a thriving domestic industry based on improved genetic stocks and scientific information on biotechnologies and management practices to ensure a high quality, safe supply of healthful seafood and aquatic products

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 file may consist of data about

- animal products
- animal and animal composition (genetic lines, breeds, and markers)
- seafood and aquatic products

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, or no longer needed for research purposes Data will be maintained 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)

	<p>Disposition TEMPORARY</p> <ol style="list-style-type: none"> 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 <p>(GRS 20, Item 4)</p> <p>d System Documentation</p> <p>Data system specifications, file specifications, codebooks, record layouts, user guides, output specifications, and final reports (regardless of medium) relating to the master file</p> <p>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))</p>		
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