

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER <b>N1-310-97-2</b>	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED <b>9-3-97</b>	
1. FROM (Agency or establishment)  <b>United States Department of Agriculture</b>		NOTIFICATION TO AGENCY  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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION  <b>Agricultural Research Service</b>			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER  <b>Stephen Pollard</b>	5. TELEPHONE  <b>202-720-3359</b>	DATE <b>3-9-98</b>	ARCHIVIST OF THE UNITED STATES <i>J. W. Paul</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 -1- page(s) are not now needed for the business of 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 <b>8/6/97</b>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Stephen Pollard</i>	TITLE <b>Records Management Officer</b>	
7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p style="text-align: center;">See Attached</p> <p>NARA reserves the right during archival processing to dispose of any marginal, duplicative, fragmentary, or non-identifiable audiovisual materials and records that are already scheduled under approved agency schedules and General Records Schedules, as well as those records lacking sufficient historical value to warrant permanent retention by the United States Government.</p>		

## Current Research Information System (CRIS).

CRIS is an automated system for storing and retrieving information about research projects of USDA research agencies, including the Agricultural Research Service, Economic Research Service, State Agricultural Experiment Stations, Foreign Agriculture Service, Forest Service (Forestry Schools), as well as other participating institutions. The CRIS is maintained by the Cooperative State Research Education and Extension Service (CSREES) in conjunction with the National Agricultural Library.

1. Management information Files of input on ARS research projects forwarded to the Cooperative State Research and Education Extension Service (CSREES) for inclusion in the USDA Current Research Information System (CRIS). ARS CRIS files reflect research projects currently in progress, or completed within the current calendar year. These files include copies of the Research Resume (AD-416); Research Work Unit/Project Classification of Research (AD-417); Research Work Unit/Project Description--Progress Reports (AD-421); requests for and approvals of extensions and terminations; annual reports; and correspondence.

FILE by Project status, Program area, State, Work Unit, and Project Number.

**TEMPORARY.** Cut off files at end of year in which project is completed or discontinued. Transfer to FRC 3 years after cutoff. Destroy 7 years after cutoff.

Manual number: 191