

REQUEST FOR RECORDS DISPOSITION AUTHORITY		NI-462-09-13	
To NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NARA) WASHINGTON, DC 20408		DATE RECEIVED 9/25/09	
1 FROM (Agency or establishment) U S Department of Agriculture		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disposition request, including amendments, is approved except for items that may be marked Adisposition not approved or withdrawn in column 10	
2 MAJOR SUBDIVISION Food Safety and Inspection Service			
3 MINOR SUBDIVISION Administrative Services Division			
4 NAME OF PERSON WITH WHOM TO CONFER Shaina Fisher	5 TELEPHONE 301-504-3991	DATE 21 Jan 11	ARCHIVIST OF THE UNITED STATES
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 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, Γ is not required, Γ is attached, or Γ has been requested			
DATE 9/22/09	SIGNATURE OF AGENCY REPRESENTATIVE 	TITLE Acting RMO	
7 Item No	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	The Food Safety and Inspection Service (FSIS) is a public health agency in the U S Department of Agriculture (USDA) FSIS regulates the meat, poultry, and egg product industries to ensure that products in interstate commerce are safe, wholesome, and accurately labeled as required by the Federal Meat and Inspection Act, the Poultry Inspection Act, and the Egg Products Inspection Act		

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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	<p>Title: FSIS Web Sites</p> <p>Program: All Programs</p> <p>Applicability: Agency-wide</p> <p>NARA Disposition Authority:</p> <p>This schedule authorizes the disposition of the record copy in any media (media neutral), excluding any records already in electronic form. Records designated for permanent retention must be transferred to the National Archives in accordance with NARA standards in place at the time of transfer.</p> <p>Description: The FSIS website is a resource providing information about FSIS services to the public or internal employees, contractors, other USDA components, and supporting the mission of agency programs. The website is also used to distribute software programs, models, and textual video, sound, or image files.</p> <p>This schedule covers records such as content on the site, site management documentation, and backend systems that are not covered by other schedules. It applies to the internet, intranet, extranet, and portals.</p> <p>Web content records are covered by the applicable records schedules for the functions they support. If the Web content records are unique and not covered by existing schedules, they must be scheduled separately.</p> <p>a. Web Content consists of FSIS web pages that contain duplicate information maintained in other FSIS recordkeeping systems.</p> <p>Disposition: TEMPORARY Delete these</p>		

pages as they are superseded and are no longer needed for reference.

b. Design, management, and technical operation records, including log files.

Disposition TEMPORARY Cut off at the end of the calendar year when superseded or obsolete Destroy/Delete 1 year after cutoff