

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-462-95-5	DATE RECEIVED 2-6-95
1. FROM (Agency or establishment) U.S. Department of Agriculture		- NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Food and Consumer 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 Information Resources Management Division			
4. NAME OF PERSON WITH WHOM TO CONFER Shirley Ward	5. TELEPHONE (703) 305-2570	DATE 8-31-95	ARCHIVIST OF THE UNITED STATES <i>John W. East</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 <u>0</u> 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 1-31-95	SIGNATURE OF AGENCY REPRESENTATIVE <i>Joseph M. Scordato</i>	TITLE Records Management Officer, FCS	
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>This request involves creating a schedule for the following electronic record system:</p> <p><u>PROCESSED COMMODITIES INVENTORY MANAGEMENT SYSTEM (PCIMS)</u></p> <p>a. PCIMS Database. Database used by three agencies of the Department of Agriculture: Food and Consumer Service, Agricultural Marketing Service, and Agricultural Stabilization and Conservation Service to acquire, track, or distribute commodities for domestic Federal food programs. System provides tri-Agencywide financial management, reporting, and control. The Agricultural Marketing Service &amp; Agricultural Stabilization &amp; Conservation Service have agreed to the disposition stated on this schedule.</p> <p>DISPOSITION: Temporary. Retain on-line 3 years. Archive off-line to tape for an additional 4 years.</p> <p>b. Related Documentation. Consists of all related documentation required to use and support system.</p> <p>DISPOSITION: Temporary. Destroy when obsolete or superseded.</p>		

*Approved to  
by J. Scordato  
5/25/95*