

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER N1-545-11- 2	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 1/28/11	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION Grain Inspection and Packers and Stockyards Administration			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Cathy McDuffie	5 301-851-2636	DATE	ARCHIVIST OF THE UNITED STATES WITHDRAWN
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 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 1/4/2011	SIGNATURE OF AGENCY REPRESENTATIVE <i>Cathy McDuffie</i>		TITLE <i>Records Officer</i>
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	Laboratory Information Management System (LIMS)  See attached sheet		

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	<p><b>AGENCY:</b> Grain Inspection, Packers and Stockyards Administration (GIPSA)</p> <p><b>NAME OF SYSTEM:</b> Laboratory Information Management System (LIMS)</p> <p><b>UNIT:</b> The Federal Grain Inspection Service (FGIS) was created by Congress in 1976 to manage the national grain inspection system, which was initially established in 1916, and to institute a national grain weighing program. FGIS establishes the Official Standards for Grain, which is used each and every day by sellers and buyers to communicate the type of quality of grain brought and sold. FGIS also establishes standard testing methodologies that accurately and consistently measure grain quality. Finally, the program provides for the impartial application of these grades and standards through a network of Federal, State, and private inspection agencies known as the Official Agencies.</p> <p><b>DESCRIPTION:</b> LIMS is a computerized laboratory information management system that assists with managing lab data distributed directly to a variety of internal and external users. LIMS automates the collection, processing, quality control, storage of laboratory results data with generated reports or automatic electronic transfer of data to end users.</p> <p>Inputs, output and system documentation are scheduled under the General Records Schedule 20, Electronic Records, items 2, 6, and 11.</p> <p><b>ITEM 1. MASTER FILE</b></p> <p>The master files dataset contains moisture, protein, and oil data taken from laboratory samples to report on grain quality. This information is used by the</p>		

National Reference Labs, Technical Support and Training Division, and the Inspection Methods Development Division Dates. 2001 to present

**TEMPORARY.** Destroy 6 years after termination of system and successful migration of data or termination of system