

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-568-09-1</i>	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>8/20/09</i>	
1. FROM (Agency or establishment) U.S. Customs and Border Protection		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 Office of Strategic Trade			
3. MINOR SUBDIVISION Regulatory Audit Division			
4. NAME OF PERSON WITH WHOM TO CONFER Ora Tabron	2. TELEPHONE NUMBER (202) 863-6011	DATE <i>July 20</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
5. 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, X is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>Aug 19, 2009</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Avis King</i>		TITLE CBP Records Officer
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR UPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	SEE ATTACHED SHEET(S) Regulatory Audit Management Information System (RAMIS) To support Regulatory Audit operations established in the Formal Statement of Operations Statement of Regulatory Audit Policy dated August 27, 1974 and Customs Modernization Act dated December 8, 1983. RAMIS is an application that encompasses data relating to the audit referral, audit assignment and activation, audit report issuance, audit acceptance, audit collections, audit closure or cancellation, significant findings, periodic status and hours expended on an audit. Note: Inputs and outputs are covered by GRS 20		

Department of Homeland Security (DHS) U.S. Customs and Border Protection (CBP)

Regulatory Audit Management Information System (RAMIS) (Agency-Wide)

1. RAMIS Master File

Regulatory Audit conducts post entry audits of importers and other parties involved in the process of importing goods to make sure they are in compliance with trade laws and regulations. The audit reviews provide a systematic approach to data collection and an analysis of data to determine the likelihood of noncompliance, which includes assessing risks by reviewing corporate controls over trade compliance.

Maintains original audit reports, correspondence, compliance materials, and other materials created and used to conduct and monitor an audit case. Supersedes NARA Job No. N1-36-87-1, item 162/2b. *per email 3/15/2010*

Disposition: **TEMPORARY.** Cut off at the end of the calendar year in which case is closed out. Destroy or delete 10 years after cutoff.