

Request for Records Disposition Authority

Records Schedule Number: DAA-0286-2013-0013
Schedule Status: Returned Without Action
Agency or Establishment: Agency for International Development
Record Group / Scheduling Group: Records of the Agency for International Development
Records Schedule Applies to: Major Subdivision
Major Subdivision: Bureau of Policy, Planning and Learning (PPL)
Minor Subdivision: Office of Science and Technology (PPL/ST)
Schedule Subject: Office of Science and Technology – Part 3
Internal agency concurrences will be provided: No

Background Information

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	19

GAO Approval

Returned Without Action

Outline of Records Schedule Items for DAA-0286-2013-0013

Sequence Number	
1	Transportation Technology
1.1	Headquarter Components Disposition Authority Number: DAA-0286-2013-0013-0001
1.2	Field Offices and Missions Disposition Authority Number: DAA-0286-2013-0013-0002
2	Industrial Technology
2.1	Headquarter Components Disposition Authority Number: DAA-0286-2013-0013-0003
2.2	Field Offices and Missions Disposition Authority Number: DAA-0286-2013-0013-0004
2.3	General Correspondence and Memoranda Disposition Authority Number: DAA-0286-2013-0013-0005
3	Remote Sensing Technology
3.1	Headquarter Components Disposition Authority Number: DAA-0286-2013-0013-0006
3.2	Field Offices and Missions Disposition Authority Number: DAA-0286-2013-0013-0007
4	Earth Resource Survey Program (ERSP)
4.1	Headquarter Components Disposition Authority Number: DAA-0286-2013-0013-0008
4.2	Field Offices and Missions Disposition Authority Number: DAA-0286-2013-0013-0009
4.3	General Correspondence Disposition Authority Number: DAA-0286-2013-0013-0010
5	Environmental Protection
5.1	Headquarter Components Disposition Authority Number: DAA-0286-2013-0013-0011
5.2	Field Offices and Missions Disposition Authority Number: DAA-0286-2013-0013-0012
5.3	General Correspondence and Memoranda Disposition Authority Number: DAA-0286-2013-0013-0013
6	Education and University Orientation Disposition Authority Number: DAA-0286-2013-0013-0014
7	Energy Development

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- 7.1 Headquarter Components
Disposition Authority Number: DAA-0286-2013-0013-0015
- 7.2 Field Offices and Missions
Disposition Authority Number: DAA-0286-2013-0013-0016
- 7.3 General Correspondence
Disposition Authority Number: DAA-0286-2013-0013-0017
- 8 Legislative Materials
- 8.1 Headquarter Components
Disposition Authority Number: DAA-0286-2013-0013-0018
- 8.2 Field Offices and Missions
Disposition Authority Number: DAA-0286-2013-0013-0019

Returned Without Action

Records Schedule Items

Sequence Number	
1	<p>Transportation Technology Reports and studies created by USAID on host country efforts to expand transportation technology.</p>
1.1	<p>Headquarter Components</p> <p>Disposition Authority Number DAA-0286-2013-0013-0001</p> <p>Final Disposition Permanent</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s), other than e-mail and word processing? No</p> <p>GRS or Superseded Authority Citation NN-174-000010/16a</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cutoff annually by fiscal year.</p> <p>Transfer to Inactive Storage Transfer to records management application.</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks when most recent record is 10 years old.</p> <p>Additional Information</p> <p>What will be the date span of the initial transfer of records to the National Archives? Unknown N/A</p> <p>How frequently will your agency transfer these records to the National Archives? Unknown N/A</p>
1.2	<p>Field Offices and Missions</p> <p>Disposition Authority Number DAA-0286-2013-0013-0002</p> <p>Final Disposition Temporary</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p>

Returned Without Action

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?

No

GRS or Superseded Authority Citation

NN-174-000010/16b

Disposition Instruction

Cutoff Instruction

Cutoff annually by fiscal year.

Transfer to Inactive Storage

Hold in office or records management application.

Retention Period

Destroy 5 year(s) after cutoff.

Additional Information

GAO Approval

Not Required

Industrial Technology

Reports and surveys, created by USAID, on industrial standards, Industrial Research Institute, National Productivity Centers.

Headquarter Components

Disposition Authority Number

DAA-0286-2013-0013-0003

Final Disposition

Permanent

Item Status

Withdraw

Is this item media neutral?

Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?

No

GRS or Superseded Authority Citation

NN-174-000010/17a

Disposition Instruction

Cutoff Instruction

Cutoff annually by fiscal year.

Transfer to Inactive Storage

Transfer to records management application.

Transfer to the National Archives for Accessioning

Transfer to the National Archives in 5 year blocks when most recent record is 10 years old.

Additional Information

What will be the date span of the initial transfer of records to the National Archives?

Unknown

N/A

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	How frequently will your agency transfer these records to the National Archives?	Unknown N/A
2.2	Field Offices and Missions Disposition Authority Number	DAA-0286-2013-0013-0004
	Policy, plans, and programs documentation. Final Disposition	Temporary
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	GRS or Superseded Authority Citation	NN-174-000010/17b
	Disposition Instruction Cutoff Instruction	Cutoff annually by fiscal year.
	Transfer to Inactive Storage	Hold in office or records management application.
	Retention Period	Destroy 5 year(s) after cutoff.
	Additional Information GAO Approval	Not Required
2.3	General Correspondence and Memoranda Disposition Authority Number	DAA-0286-2013-0013-0005
	General correspondence and memoranda on attempts by host country to expand industrial base, small-scale industry, etc. Final Disposition	Temporary
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	GRS or Superseded Authority Citation	NN-174-00010/17
	Disposition Instruction	

Returned Without Action

	Cutoff Instruction	Cutoff annually by fiscal year.
	Transfer to Inactive Storage	Hold in office or records management application.
	Retention Period	Destroy 5 year(s) after cutoff.
	Additional Information	
	GAO Approval	Not Required
3	Remote Sensing Technology	
	Studies and evaluative materials on applications of remote sensing technologies, such as aircraft and satellite imagery to resource development.	
3.1	Headquarter Components	
	Disposition Authority Number	DAA-0286-2013-0013-0006
	Final Disposition	Permanent
	Item Status	Withdrawn
	Is this item media?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than mail and word processing?	No
	GRS or Superseded Authority Citation	NA-114-000610/18a
	Disposition Instruction	
	Cutoff Instruction	Cutoff annually by fiscal year.
	Transfer to Inactive Storage	Transfer to records management application.
	Transfer to the National Archives for Accessioning	Transfer to the National Archives in 5 year blocks when most recent records 10 years old.
	Additional Information	
	What will be the date span of the initial transfer of records to the National Archives?	Unknown N/A
	How frequently will your agency transfer these records to the National Archives?	Unknown N/A
3.2	Field Offices and Missions	
	Disposition Authority Number	DAA-0286-2013-0013-0007
	Final Disposition	Temporary

Returned Without Action

Item Status	Withdrawn
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
GRS or Superseded Authority Citation	NN-174-000010/18b
Disposition Instruction	
Cutoff Instruction	Cutoff annually by fiscal year.
Transfer to Inactive Storage	Hold in office or records management application.
Retention Period	Destroy 5 year(s) after cutoff.
Additional Information	
GAO Approval	Not Required
Earth Resource Survey Program (ERSP)	
Headquarter Components	
Disposition Authority Number	DAA-0286-2013-0013-0008
Policy, plans and program documentation.	
Final Disposition	Permanent
Item Status	Withdrawn
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
GRS or Superseded Authority Citation	NN-174-000010/18/18-1
Disposition Instruction	
Cutoff Instruction	Cutoff annually by fiscal year.
Transfer to Inactive Storage	Transfer to records management application.
Transfer to the National Archives for Accessioning	Transfer to the National Archives in 5 year blocks when most recent record is 10 years old.
Additional Information	
What will be the date span of the initial transfer of records to the National Archives?	Unknown N/A

Returned Without Action

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4.1

	How frequently will your agency transfer these records to the National Archives?	Unknown N/A
4.2	Field Offices and Missions Disposition Authority Number	DAA-0286-2013-0013-0009
	Policy, plans and program documentation. Final Disposition	Temporary
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	GRS or Superseded Authority Citation	NN-174-000010/18/18-1
	Disposition Instruction Cutoff Instruction	Cutoff annually by fiscal year.
	Transfer to Inactive Storage	Hold in office or records management application.
	Retention Period	Destroy 5 year(s) after cutoff.
	Additional Information GAO Approval	Not Required
4.3	General Correspondence Disposition Authority Number	DAA-0286-2013-0013-0000
	Correspondence, memoranda, reports, studies and data on the Earth Resource Survey Program. Final Disposition	Temporary
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	GRS or Superseded Authority Citation	NN-174-000010/18/18-1
	Disposition Instruction	

Returned Without Action

	Cutoff Instruction	Cutoff annually by fiscal year.
	Transfer to Inactive Storage	Hold in office or records management application.
	Retention Period	Destroy 10 year(s) after cutoff.
	Additional Information	
	GAO Approval	Not Required
5	Environmental Protection	
	Surveys and studies on control and abatement of earth, water and air pollution; assessing undesirable effects on modern technologies on the environmental safeguards.	
5.1	Headquarter Components	
	Disposition Authority Number	DAA-0286-2013-0013-0011
	Final Disposition	Permanent
	Item Status	Withdrawn
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
	GRS or Superseded Authority Citation	NN 17-F-000010/19a
	Disposition Instruction	
	Cutoff Instruction	Cutoff annually by fiscal year.
	Transfer to Inactive Storage	Transfer to records management application.
	Transfer to the National Archives for Accessioning	Transfer to the National Archives in 5 year blocks when most recent record is 10 years old.
	Additional Information	
	What will be the date span of the initial transfer of records to the National Archives?	Unknown N/A
	How frequently will your agency transfer these records to the National Archives?	Unknown N/A
5.2	Field Offices and Missions	
	Disposition Authority Number	DAA-0286-2013-0013-0012

Returned Without Action

Final Disposition	Temporary
Item Status	Withdrawn
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
GRS or Superseded Authority Citation	NN-174-000010/19b
Disposition Instruction	
Cutoff Instruction	Cutoff annually by fiscal year.
Transfer to Inactive Storage	Hold in office or records management application.
Retention Period	Destroy 5 year(s) after cutoff.
Additional Information	
GAO Approval	Not Required
General Correspondence and Memoranda	
Disposition Authority Number	DAA-0286-2013-0013-0013
Correspondence and memoranda of a general nature relating to environmental protection.	
Final Disposition	Temporary
Item Status	Withdrawn
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
GRS or Superseded Authority Citation	NN-174-000010/19
Disposition Instruction	
Cutoff Instruction	Cutoff annually by fiscal year.
Transfer to Inactive Storage	Hold in office or records management application.
Retention Period	Destroy 5 year(s) after cutoff.
Additional Information	
GAO Approval	Not Required
Education and University Orientation	

Returned Without Action

5.3

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Disposition Authority Number DAA-0286-2013-0013-0014
Studies and surveys on encouraging more effective orientation of Less Developed Countries (LDC) university, science and engineering programs to development needs.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation NN-174-000010/20

Disposition Instruction

Cutoff Instruction Cutoff annually by fiscal year.

Transfer to Inactive Storage Hold in office or records management application.

Retention Period Destroy 5 year(s) after cutoff.

Additional Information

GAO Approval Not Required

Energy Development

Headquarter Components

Disposition Authority Number DAA-0286-2013-0013-0015

Policy, plans, and programs documentation.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation NN-174-000010/21

Disposition Instruction

Cutoff Instruction Cutoff annually by fiscal year.

Transfer to Inactive Storage Transfer to records management application.

Returned Without Action

7.1

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks when most recent record is 10 years old.

Additional Information

What will be the date span of the initial transfer of records to the National Archives? Unknown
N/A

How frequently will your agency transfer these records to the National Archives? Unknown
N/A

7.2

Field Offices and Missions

Disposition Authority Number DAA-0286-2013-0013-0016

Policy, plans, and programs documentation.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation NN-174 000010/21

Disposition Instruction

Cutoff Instruction Cutoff annually by fiscal year.

Transfer to Inactive Storage Hold in office or records management application..

Retention Period Destroy 5 year(s) after cutoff.

Additional Information

GAO Approval Not Required

7.3

General Correspondence

Disposition Authority Number DAA-0286-2013-0013-0017

Correspondence, memoranda, studies, reports, and data on geothermal, low power energy, nuclear energy, and solar energy.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Returned Without Action

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation NN-174-000010/21

Disposition Instruction

Cutoff Instruction Cutoff annually by fiscal year.

Transfer to Inactive Storage Hold in office or records management application..

Retention Period Destroy 5 year(s) after cutoff.

Additional Information

GAO Approval Not Required

8 Legislative Materials
Reports and studies on legislative programs on legal matters pertaining to science and technology. These materials can include but are not limited to laws, regulations and agreements as it pertains to science and technology.

8.1 Headquarter Components

Disposition Authority Number DAA-0286-2013-0013-0018

Documentation that originated from USAID Headquarters.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation NN-174-000010/22

Disposition Instruction

Cutoff Instruction Cutoff annually by fiscal year.

Transfer to Inactive Storage Transfer to records management application.

Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks when most recent record is 10 years old.

Additional Information

Returned Without Action

What will be the date span of the initial transfer of records to the National Archives? Unknown
N/A

How frequently will your agency transfer these records to the National Archives? Unknown
N/A

8.2

Field Offices and Missions

Disposition Authority Number DAA-0286-2013-0013-0019

Documentation that originated from field offices or Missions.

Fiscal Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

GRS or Superseded Authority Citation GN-174-000010/22

Disposition Instruction

Cutoff Instruction Cutoff annually by fiscal year.

Transfer to Inactive Storage Hold in office or records management application.

Retention Period Destroy immediately after termination of mission.

Additional Information

GAO Approval Not Required

Returned Without Action

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
02/14/2013	Certify	Lynn Winston	Agency REcords Off icer	USAID - MMSIRD
03/19/2014	Return Without Ac tion	Darryl Byrd	Appraisal Archivist	National Archives and Records Administration - Records Management Services

Returned Without Action