

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-286-09-5	DATE RECEIVED 8/31/09
1. FROM (Agency or establishment) United States Agency for International Development (USAID)		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Management Bureau (M)			
3. MINOR SUBDIVISION Office of Acquisition and Assistance (M/OAA)			
4. NAME OF PERSON WITH WHOM TO CONFER Steve Tashijan	5. TELEPHONE 202-712-5321	DATE 14 Jan 10	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>

6. AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in the matters pertaining to the disposition of its records and that the records proposed for disposal attached _____ page(s) are not 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 Manuel for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE 8-20-09	SIGNATURE OF AGENCY REPRESENTATIVE <i>Cynthia Staples</i>	TITLE Acting Chief
-----------------	--	-----------------------

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	New Management System (NMS) - See Attachment for Description and Disposition.		

United States Agency for International Development (USAID)
Bureau of Management (M), Chief Information Office (CIO)

New Management System (NMS)

The United States Agency for International Development (USAID)'s NMS is a comprehensive set of computer systems that are linked and attempt to capture all data necessary to manage USAID's business at the original source. The system includes data necessary to manage USAID's activities, such as data required to initiate, award and manage procurement actions, budget information and all accounting data. Implemented February 1, 1997, New Management System (NMS) is an Acquisition and Assistance System (NMS/A&A) used by the Agency as an electronic acquisition system data base. Data is stored on servers in Ronald Reagan Building, Washington, D.C. It is used to create requests for acquisition, assistance and interagency agreement awards and modifications, generate various documents required during the procurement process. The New Management System (NMS) records awards, receipts, and acceptance of deliverables. Data is input by NMS users to support Acquisition and Assistance requirements. NMS is interfaced with agency Financial Management System - Phoenix.

Disposition: Cut off annually. Destroy/delete when 5 years old or when no longer needed, whichever is later.