

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
 WASHINGTON, DC 20408

1. FROM (Agency or establishment)
 Agency for International Development

2. MAJOR SUBDIVISION
 Office of Finance and Management

3. MINOR SUBDIVISION
 Information Resources Management Division

4. NAME OF PERSON WITH WHOM TO CONFER **5. TELEPHONE**

Kitty Richmond

LEAVE BLANK (NARA use only)

3 NUMBER
 NT-286-92-1

DATE RECEIVED
 1-14-92

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

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Withdrawn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 ___ 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,

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

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
12-26-91	<i>[Signature]</i>	Agency Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	<p>Non-Expendable Property Management System (NXP) is an inventory system design to track all non-expendable property as defined in Handbook 23. NXP is capable of tracking the inventory of multiple Missions. It is divided into six sections: Inventory Management, Generate Reports, and Administrative Functions. The Major system functions are: Tracking of Procurement Documents, Receipt of Items, Issue/Turn-in/Transfer of Items, Disposal of Items, Logging of Item Maintenance, Generation of Reports. The Key Reports are: Reconciliation of Property, Check of Inventory Balance, Aging, Location Inventory, Receipts and Disposals, Complete Inventory.</p> <p><u>Disposition:</u></p> <p>Destroy 3 years after final payment.</p>	<p>M1-286-86-3 Item No. 50050 (Reference)</p> <p>GRS 23, Item 3 GRS 3, Item 9</p>	