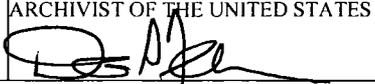
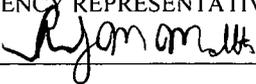


REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-258-09-7	DATE RECEIVED 3/19/09
1 FROM (Agency or establishment) United States Department of Agriculture		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Risk Management Agency (RMA)			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Erin Tecce or Debbie Lackey	5 TELEPHONE 816 926-7394	DATE 24 August 2011	ARCHIVIST OF THE UNITED STATES 

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 2 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 Manual for Guidance of Federal Agencies,

is not required, is attached, or has been requested

DATE 3/10/09	SIGNATURE OF AGENCY REPRESENTATIVE Rodger M Matthews 	TITLE Agency Records Coordinator
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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	<p>Risk Management Agency (RMA) was established by the Federal Agriculture Improvement and Reform Act of 1996 Prior to 1996, crop insurance programs were administered by the Federal Crop Insurance Corporation (FCIC)</p> <p>The role of RMA is to help producers manage their business risk through effective, market based risk management solutions and to preserve and strengthen the economic stability of America's agricultural producers RMA operates and manages the FCIC in accordance with the Act</p> <p>The Appeals and Litigation staff prepare materials and collect other records that go into the case files and then provide information and support to USDA-Office of General Counsel and the Department of Justice, the offices that serve as legal counsel for FCIC</p> <p>This schedule is applicable to all records regardless of medium</p> <p>Revision of schedule N1-258-93-1</p> <p>Appeals and Litigation Case Files</p> <p>Records include summons and complaints, motions, pre-trial orders, orders, interrogatories, affidavits and dispositions, settlement information, correspondence and miscellaneous notes</p> <p>DISPOSITION</p> <p>Cutoff at the end of the calendar year in which case is closed Destroy 6 years after cutoff</p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY-CONTINUATION		JOB NUMBER	PAGE 2 OF 2
7. ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
2	<p>Witness Request Files</p> <p>Records include requests to testify, provide deposition or affidavit and provide documents in administrative or legal proceedings on behalf of the Federal Government or other parties</p> <p>DISPOSITION. Cutoff at the end of the calendar year. Destroy 6 years after cutoff</p>		
3	<p>Sanctions Case Files</p> <p>Records include referrals, reports, correspondence and other documentation pertaining to the administrative actions for violations of RMA regulations</p> <p>DISPOSITION Cutoff at the end of the calendar year in which case is closed Destroy 6 years after cutoff.</p>		
4	<p>Insurance Provider Litigation Cases</p> <p>a Company Notifications (MGR-07-002)</p> <p>Records include notifications from Insurance Providers concerning mediation, arbitration, litigation or other legal actions involving the producer</p> <p>b Financial Assistance Request (MGR-98-031)</p> <p>Records include Insurance Providers requests for financial assistance in its litigation case with producers supporting documentation and the Agency determination</p> <p>DISPOSITION Cutoff at the end of the calendar year in which case is closed Destroy 6 years after cutoff</p>		
5	<p>Special Litigation Documentation</p> <p>Records include reports, correspondence and other documentation pertaining to special litigations not included above</p> <p>DISPOSITION Cutoff at the end of the calendar year in which case is closed Destroy 6 years after cutoff</p>		

ATTACHMENT A

Authority NI-258-09-007	Existing Authority NI-258-93-1	Approved
Major Subdivision Risk Management Agency (RMA)	Physical Medium Media Neutral	
Minor Sub	Location	
Item Name		

RISK MANAGEMENT AGENCY

Item No.	Description of Item and Proposed Disposition	GRS or Superseded Job Citation	Action Taken (NARA Use Only)
1	<p><u>Appeals and Litigation Case Files</u> -- Records and related materials documenting legal actions and litigation Case files include summons and complaints, motions, pre-trial orders, orders interrogatories, affidavits and depositions, settlement information, correspondence and miscellaneous notes</p> <p>Disposition: <u>Temporary.</u></p> <p>Cut-off at end of calendar year in which the case is closed Destroy 6 years after cut-off</p>	N1-258-93-1	
2	<p><u>Witness Request Files</u> -- Records include requests to testify, provide deposition or affidavit and provide documents in administrative or legal proceedings on behalf of the Federal Government or other parties</p> <p>Disposition: <u>Temporary.</u></p> <p>Cut-off at end of calendar year in which the case is closed Destroy 6 years after cut-off</p>	NEW	
3	<p><u>Sanctions Case Files</u> --Records include referrals, reports, correspondence and other documentation pertaining to the administrative actions for violations of RMA regulations</p> <p>Disposition: <u>Temporary.</u></p> <p>Cut-off at end of calendar year in which the case is closed Destroy 6 years after cut-off</p>	NEW	
4	<p><u>Insurance Provider Litigation Cases</u> --</p> <p>a Company Notifications (MGR-07-002)</p>	NEW	

Records include notifications for Insurance Providers concerning mediation, arbitration, litigation or other legal actions involving the producer

b Financial Assistance Request (MGR-98-031)

Records include notifications for Insurance Providers request for financial assistance in its litigation case with producers supporting documentation and the Agency determination

Disposition: Temporary.

Cut-off at end of calendar year in which the case is closed Destroy 6 years after cut-off

5. **Special Litigation Documentation --**

NEW

Records Include reports, correspondence and other documentation pertaining to special litigations not included above

Disposition: Temporary.

Cut-off at end of calendar year in which the case is closed Destroy 6 years after cut-off