Schedule Number: N1-015-01-002

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Item 1 is superseded by GRS 3.1 item 011 (DAA-GRS-2013-0005-0007)

Item 2 is superseded by GRS 3.1 item 051 (DAA-GRS-2013-0005-0003)

Item 3 is superseded by GRS 5.1, item 020 (DAA-GRS-2016-0016-0002)

Agency concurred with supersession by GRS items, December 2, 2020.

Date Reported: 04/28/2021

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

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

LEAVE BLANK (NARA use only)	
JOB NUMBER	N1-015-01-2
DATE RECEIVED	1-31-2001

1. FROM *(Agency or establishment)*
Department of Veterans Affairs

2. MAJOR SUBDIVISION
Office of Financial Management

3. MINOR SUBDIVISION
Office of Finance

4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE
Jesse Symlar	(202) 273-9487

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request, including amendments, is approved except for items that may be marked "disposition not approved" or withdrawn" in column 10.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
6-21-01	John W. Carlin

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 2 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; [X] is attached; or [X] has been requested.

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
11/27/00	Donald L. Neilson	Dir., Information Mgmt. Svc. (045A4)

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Web Based Application System Development Records		
1	Web based application system development files. Files containing project planning and approval documentation, and sofware requirements information relating to the development of web based system applications. Destroy 5 years after records are superseded or become obsolete. See attached revised schedule, per 2/16/01 email from RT		
2	Web based application system documentation files. Files containing software, files, system and output specifications, codebooks, records layouts, user guides, testing results, and other final reports relating to the development and maintenance of web based application systems. Destroy 5 years after records are superseded or become obsolete.		

JetForm

Copies sent to Agency, NWMD, NWMW 3/26/01

STANDARD FORM 115 (REV. 3-91)
Prescribed by NARA
36 CFR 1228

Web Based Application System Development Records

1. Web based application system development and project control files. Files, regardless of origin, containing project planning and approval documentation, such as projected data and similar materials accumulated in the preparation of web based application system design, including budget estimates, and cost justifications for appropriation. Project control files include memoranda, reports, and other records documenting assignments, progress, and completion of projects relating to the development and maintenance of web based application systems. Also includes software requirement information that relates to costs associated in the development of web based system applications.

   TEMPORARY: Destroy 5 years after records are superseded or become obsolete.

2. Web based application system documentation files. Files, regardless of origin, containing information on software requirements, system specifications, output specifications, codebooks, file structure, user guides, testing results, and reports relating to the development and maintenance of web based application systems. Records also relate to applying system security and documenting periodic audits, reviews and recertification of the application. Documents on disaster continuity plans and risk analysis are also included.

   TEMPORARY: Destroy 5 years after records are superseded or become obsolete.

3. Electronic mail and word processing system copies, regardless of origin.

   a. Copies that have no further administrative value after the recordkeeping copy is made. Includes copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories on hard disk or network drives, and copies on shared network drives that are used only to produce the recordkeeping copy.

   TEMPORARY: Destroy/delete within 180 days after the recordkeeping has been produced.

   b. Copies used for disseminating, revising, or updating records that are maintained in addition to the recordkeeping copy.

   TEMPORARY: Destroy/delete when dissemination, revision, or updating is complete.