

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0490-2016-0005

Status: APPROVED  
Date Approved: 12/15/2016

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## General Information

Agency or Establishment	Peace Corps
Record/Scheduling Group	0490 - Records of the Peace Corps
Records Schedule Applies To	Agency Subdivision
Major Subdivision	Office of Global Operations
Minor Subdivision	Peace Corps Response
Schedule Subject	Peace Corps Response Program Records
Additional Schedule Information	<p>Note: This schedule was modified after approval in ERA Base. If information regarding the modifications was created in ERA Base it will be found in the Revision Notes in NARA only attachments.</p> <p>Peace Corps Response began as Crisis Corps in 1996 to provide a means for Returned Peace Corps Volunteers to quickly respond to disasters, making use of their cross-cultural skills and adaptability. Crisis Corps changed its name to Peace Corps Response (PCR) in 2007 to reflect the widening scope of the program. Today, PCR meets a variety of host country needs, in addition to continuing its role in disaster response.</p>
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	Predate requirement

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## Item Count

Total number of disposition items: 3

Number of Temporary disposition items: 2

Number of Permanent disposition items: 1

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 2

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Outline of Records Schedule Items for DAA-0490-2016-0005

Item #	Title	Disposition
0001	Peace Corps Response Program Files - High Level	Permanent
0002	Peace Corps Response Program Files – Routine	Temporary
0003	Peace Corps Response Volunteer Files	Temporary

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Records Schedule Items

DAA-0490-2016-0005-0001		STATUS: INACTIVE - NOT FOR USE	
<b>ITEM GENERAL INFORMATION</b>			
Item Title	Peace Corps Response Program Files - High Level		
Item Description	Files relating to the operation of the Peace Corps Response program. Includes strategic plans, recruitment materials, statistical analyses, reports, assessments, evaluations, minutes of meetings, correspondence, and other documentation relating to the management and direction of the program.		
Is this item media neutral?	Yes		
Is this item a Big Bucket?			
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-490-02-3 / 970.2	No		
N1-490-02-3 / 970.3	No		
N1-490-02-3 / 970.4	No		
Is this item a deviation from the GRS?	No		
<b>DISPOSITION INSTRUCTION</b>			
<b>DO NOT USE. This item is inactive because it was superseded by New Disposition Authority Number: DAA-0490-2021-0003-0001 on 10/02/2023.</b>			
Final Disposition	Permanent		
Cutoff Instructions	Other: Cut off at the end of the fiscal year.		
Are there multiple instructions for this item?	No		
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.		
<b>ADDITIONAL INFORMATION</b>			
End year of records covered by this authority	Still being created		
Date span of the initial transfer	From: --/--/2002 To: --/--/2006		
Frequency of transfer	5		
Are any of the records covered by this item subject to a FOIA exemption?			

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DAA-0490-2016-0005-0002		STATUS: INACTIVE - NOT FOR USE	
<b>ITEM GENERAL INFORMATION</b>			
Item Title	Peace Corps Response Program Files – Routine		
Item Description	Records relating to administrative and program support activities not included in "Program Files - High Level". Includes records such as Volunteers' final reports to Peace Corps and/or partnering organizations, evaluations of projects, routine correspondence, administrative reports, and other records relating to routine program and administrative activities.		
Is this item media neutral?	Yes		
Is this item a Big Bucket?			
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-490-02-3, item 970.6	No		
Is this item a deviation from the GRS?	No		
<b>DISPOSITION INSTRUCTION</b>			
<b>DO NOT USE. This item is inactive because it was superseded by New Disposition Authority Number: DAA-0490-2021-0003-0002 on 10/02/2023.</b>			
Final Disposition	Temporary		
Cutoff Instructions	Other: Cut off at the end of the fiscal year.		
Retention Period	Destroy 6 year(s) after cutoff.		
<b>ADDITIONAL INFORMATION</b>			
Are any of the records covered by this item national security classified?			
GAO Approval Required	No		

DAA-0490-2016-0005-0003		STATUS: Active	
<b>ITEM GENERAL INFORMATION</b>			
Item Title	Peace Corps Response Volunteer Files		

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Item Description	Administrative records that ensure required documentation is completed. Includes checklists and authorizations covering information about next of kin and emergency contacts; changes in status (marital, citizenship, legal, financial, etc.); authorizations for release of financial information; hometown news release authorizations; life insurance designations or waivers; safety and security training agreements; assignment descriptions; passport and visa submission confirmations, and other administrative records.
Is this item media neutral?	Yes
Is this item a Big Bucket?	
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
<b>DISPOSITION INSTRUCTION</b>	
Final Disposition	Temporary
Cutoff Instructions	Other: Cut off the file at the end of the fiscal year.
Retention Period	Destroy 3 year(s) after cutoff.
<b>ADDITIONAL INFORMATION</b>	
Are any of the records covered by this item national security classified?	
GAO Approval Required	No

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Signatory Information

Action	User	Date
Accept	Data Migration	06/29/2016
Approve	David Ferriero	12/15/2016