

## GENERAL RECORDS SCHEDULE REVISION MONTHLY STATUS REPORT

March 2016

### TRANSMITTAL 26: Expected Summer 2016

TITLE	APPRAISER	WHERE IN PROCESS	STATUS
GRS 1.1 Revisions	Wilson	Final Review	Federal Register request period closes April 15
GRS 2.6 Employee Training Records	Kim	Final Review	Federal Register request period closes April 15
GRS 4.2 Addition: PIAs & SORNs	Wilson	Final Review	Federal Register request period closes April 15
GRS 4.2 Revisions	Wilson	Final Review	Federal Register request period closes April 15
GRS 4.4 Library & Special Collections Records	McHale/Kim	Signed	Signed – but not yet issued
GRS 5.3 Continuity & Emergency Planning Records	Riley	Final Review	On hold pending resolution of internal issues
GRS 6.4 Public Affairs	Riley	Final Review	On hold pending resolution of internal issues

### TRANSMITTAL 27: Expected Spring 2017

TITLE	APPRAISER	WHERE IN PROCESS	STATUS
GRS 1.3 Budgeting Records	Wilson	Appraisal	Waiting on information from OMB
GRS 5.1 General Administrative Records	Riley	Development	In development
GRS 5.2 Transitory Records	Riley	Development	Preparing for initial review – to be sent out mid-April
Additions to 1.1, 3.1, and 4.2: Administrative Records Items	Riley	Development	Preparing for initial review – to be sent out mid-April
GRS 5.4 Facilities, Fleet, Equipment & Supply Records	Wilson	Initial Review	Initial review comment period closes April 1
GRS 5.5 Mail and Telecommunications Services Records	Wilson	Initial Review	Initial review comment period closes April 1
GRS 5.6 Security Records	McHale	Development	Preparing for initial review – to be sent out mid-April
GRS 5.7 Management Controls and Oversight Records	Compton	Development	In development
GRS 5.8 Administrative Help Desk Records	Kim	Initial Review	Initial review comment period closes April 1
GRS 6.3 Legal Records	Compton	Development	In development
GRS 6.5 Customer Service Records	Kim	Initial Review	Initial review comment period closes April 1
GRS 6.6 Legislative & Congressional Affairs Records	Kim	Development	In development

### UNKNOWN ISSUANCE DATE (Dependent on outside agency action)

TITLE	APPRAISER	WHERE IN PROCESS	STATUS
GRS 2.1 Employee Acquisition Records	Wilson	Final Review	Awaiting OPM concurrence
GRS 2.2 Employee Management Records	McHale	Development	Preparing for initial review; dependent on OPM
GRS 2.3 Employee Relations Records	Compton	Final Review	Awaiting OPM concurrence
GRS 2.4 Employee Compensation and Benefits Records	Wilson	Appraisal	Waiting to resolve records retention question with OPM
GRS 2.7 Employee Health and Safety Records	McHale	Development	In development; dependent on OPM