

## GENERAL RECORDS SCHEDULE REVISION MONTHLY STATUS REPORT

January 2017

**TRANSMITTAL 27:** Issued January 9, 2017.

**TRANSMITTAL 28:** Expected June/July 2017

| TITLE  |         |                |   |
|--|---------|----------------|---|
| GRS 1.1 Addition: Administrative Claims Records    | Wilson  | Appraisal      | Preparing for Final Review                    |
| GRS 1.3 Budgeting Records                          | Wilson  | Appraisal      | Waiting on information from OMB               |
| GRS 2.1 Employee Acquisition Records               | Wilson  | Closeout       | Signed  |
| GRS 2.2 Employee Management Records                | McHale  | Appraisal      | Preparing for Final Review                    |
| GRS 2.3 Employee Relations Records                 | Compton | Approval       | Preparing to send for signature               |
| GRS 2.4 Employee Compensation and Benefits Records | Wilson  | Appraisal      | Addressing issues with OPM                    |
| GRS 5.1 General Administrative Records             | Riley   | Approval       | Preparing to send for signature               |
| GRS 5.2 Transitory Records                         | Riley   | Final Review   | Preparing for Federal Register                |
| GRS 5.6 Security Records                           | McHale  | Appraisal      | Preparing for Final Review                    |
| GRS 5.7 Management Controls and Oversight Records  | McHale  | Initial Review | Comment adjudication                          |
| GRS 5.8 Administrative Help Desk Records           | Kim     | Final Review   | Sent for Federal Register publication on 1/17 |
| GRS 6.5 Customer Service Records                   | Kim     | Final Review   | Sent for Federal Register publication on 1/17 |

**TRANSMITTAL 29:** Expected November/December 2017

| TITLE  | APPRAISER | WHERE IN PROCESS | STATUS  |
|--|-----------|------------------|---|
| GRS 2.7 Employee Health and Safety Records           | McHale    | Development      | In development  |
| GRS 6.3 [Remaining GRS 27 items and related records] | McHale    | Development      | In development  |
| GRS 6.X Regulatory Records                           | Wilson    | Development      | In development (still determining if GRS is possible) |