

GENERAL RECORDS SCHEDULE REVISION MONTHLY STATUS REPORT

February 2017

TRANSMITTAL 28: Expected June/July 2017

TITLE	APPRAISER	WHERE IN PROCESS	STATUS
GRS 1.1 Addition: Administrative Claims Records	Wilson	Final Review	Out for Final SHU Review
GRS 2.1 Employee Acquisition Records	Wilson	Closeout	Signed
GRS 2.2 Employee Management Records	McHale	Final Review	Out for Final SHU Review
GRS 2.3 Employee Relations Records	Compton	Approval	Preparing to send for signature
GRS 2.4 Employee Compensation and Benefits Records	Wilson	Final Review	Sent for Federal Register publication
GRS 5.1 General Administrative Records	Riley	Approval	Preparing to send for signature
GRS 5.2 Transitory Records	Riley	Final Review	Sent for Federal Register publication
GRS 5.6 Security Records	McHale	Final Review	Out for Final SHU review
GRS 5.8 Administrative Help Desk Records	Kim	Final Review	Published in Federal Register; closes 3/6
GRS 6.5 Customer Service Records	Kim	Final Review	Published in Federal Register; closes 3/6

TRANSMITTAL 29: Expected November/December 2017

TITLE	APPRAISER	WHERE IN PROCESS	STATUS
GRS 1.3 Budgeting Records	Wilson	Appraisal	Waiting on information from OMB
GRS 2.7 Employee Health and Safety Records	McHale	Development	Preparing for initial review
GRS 5.7 Management Controls and Oversight Records	Wilson	Initial Review	Under revision
GRS 6.3 High-Level Information Technology Records	McHale	Development	Preparing for initial review
GRS 6.X Regulatory Records	Wilson	Development	In development (still determining if GRS is possible)