

NARA's Records Management Self-Assessment

**Stephanie Fawcett
RACO Conference
May 12, 2010**

What Is a Self-Assessment?

- An agency self-audit of its records management program
- Distributed annually
- Responses are analyzed and scored
- Results are reported to OMB and Congress

FY 2009 Self-Assessment

- Distributed to 242 Federal Records Officers
- NARA received 220 responses

Results:

- Based on the responses 21% of Federal agencies are at low risk of improper disposition of Federal records.

FY 2010 Self-Assessment

- Will be distributed on May 17, 2010
- Deadline for completion: midnight, June 11, 2010
- Questions will not be sent out in advance
- Responses will not be accepted after the deadline.

FY 2010 Self-Assessment

- The questionnaire has been substantially revised
- The special focus topic: agencies' records management training programs

FY 2010 Self-Assessment

- **NARA may request additional documentation from agencies to validate their answers**
- **Results will be reported in the FY 2010 Performance and Accountability Report (PAR)**

Records Management Self-Assessment

- **Questions?**

Stephanie Fawcett

stephanie.fawcett@nara.gov

781-663-0124