

Request for Records Disposition Authority

Records Schedule Number DAA-0095-2018-0024

Schedule Status Approved

Agency or Establishment Forest Service

Record Group / Scheduling Group Records of the Forest Service

Records Schedule applies to Agency-wide

Schedule Subject Exchanges (Land)

Internal agency concurrences will be provided No

Background Information Associated FS-Mission specific records retention schedule items currently approved by NARA that are not included as part of this request: N1-95-10-10, item 43

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0095-2018-0024

Sequence Number

1

Land Exchange General Program Administration Disposition Authority Number: DAA-0095-2018-0024-0001

Records Schedule Items

Sequence Number

1	<p>Land Exchange General Program Administration</p> <p>Disposition Authority Number DAA-0095-2018-0024-0001</p> <p>Land exchange general program administration records and documents incidental to unconsummated land exchange cases.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> </thead> <tbody> <tr> <td>FSH 6209.11, Chapter 40, Filecode 5430</td> <td>Forest Service Records Management Handbook</td> </tr> </tbody> </table> <p>GRS or Superseded Authority Citation N1-95-10-10, Item 44 N1-95-10-10, Item 45</p> <p>Disposition Instruction</p> <p>Cutoff Instruction End of fiscal year in which administrative and legal use ceases.</p> <p>Retention Period Destroy 5 year(s) after cutoff</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>	Manual Citation	Manual Title	FSH 6209.11, Chapter 40, Filecode 5430	Forest Service Records Management Handbook
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FSH 6209.11, Chapter 40, Filecode 5430	Forest Service Records Management Handbook				

Agency Certification

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
04/17/2018	Certify	Monica McGee	Records Officer	Forest Service - WO - ORMS - CRM
09/13/2018	Submit for Concurrency	Valerie Terray	Archives Specialist	National Archives and Records Administration - Records Management Services
09/13/2018	Concur	Kate Flaherty	Appraiser	National Archives and Records Administration - ACRA
09/20/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
09/21/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist