

Request for Records Disposition Authority

Records Schedule Number DAA-0095-2018-0026
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 Rights-of-Way Acquisition
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, items 49, 51

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0095-2018-0026

Sequence Number

1

Rights-of-Way General Program Administration Disposition Authority Number: DAA-0095-2018-0026-0001

Records Schedule Items

Sequence Number						
1	Rights-of-Way General Program Administration					
	Disposition Authority Number	DAA-0095-2018-0026-0001				
	General program administration documentation concerning the rights-of-way acquisition program and unconsummated cases					
	Final Disposition	Temporary				
	Item Status	Active				
	Is this item media neutral?	Yes				
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No				
	<table border="1" style="width: 100%;"> <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 5460</td> <td>Forest Service Records Management Handbook</td> </tr> </tbody> </table>		Manual Citation	Manual Title	FSH 6209.11, Chapter 40, Filecode 5460	Forest Service Records Management Handbook
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FSH 6209.11, Chapter 40, Filecode 5460	Forest Service Records Management Handbook					
	GRS or Superseded Authority Citation	N1-95-10-10/ 50 N1-95-10-10/ 52				
	Disposition Instruction					
	Cutoff Instruction	Cutoff at the end of fiscal year in which administrative and legal use cease.				
	Retention Period	Destroy 5 year(s) after cutoff				
	Additional Information					
	GAO Approval	Not Required				

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