

## Request for Records Disposition Authority

Records Schedule Number      **DAA-0095-2018-0036**

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                 **Recreation, Wilderness, and Related Resource Management**

Internal agency concurrences will be provided      **No**

Background Information            **The goal of Recreation, Heritage, Wilderness, and Wild and Scenic Rivers Management is to provide social, economic, and environmental benefits to individuals, families, and communities while preserving and protecting the character for which Recreation, Heritage, Wilderness, and Wild and Scenic River Resources are valued or established. Effective management of Recreation, Heritage, Wilderness, and Wild and Scenic Rivers enhances the experience of the beauty, integrity, ecology, and cultural qualities of places where people recreate in the National Forest System, thereby promoting their physical, mental, and spiritual well-being; their social connectivity and identity; and community vitality for present and future generations.**

**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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0095-2018-0036

Sequence Number	
1	Recreation, Wilderness, and Related Resource Management Disposition Authority Number: DAA-0095-2018-0036-0001

## Records Schedule Items

Sequence Number						
1	<p><b>Recreation, Wilderness, and Related Resource Management</b></p> <p>Disposition Authority Number      DAA-0095-2018-0036-0001</p> <p>Records include correspondence related to policy, direction, and procedures of recreation management and correspondence too broad to file elsewhere in this series. Records also include correspondence, policy, direction, and procedures related to the Campground Host Program, volunteers carrying out campground duties, and other volunteer activities administered in conjunction with the Human Resource Volunteers Program</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%;"> <tr> <td style="width: 50%;">Manual Citation</td> <td style="width: 50%;">Manual Title</td> </tr> <tr> <td>FSH 6209.11, Chapter 40, Filecode 2300</td> <td>Forest Service Records Management Handbook</td> </tr> </table>		Manual Citation	Manual Title	FSH 6209.11, Chapter 40, Filecode 2300	Forest Service Records Management Handbook
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	<p>GRS or Superseded Authority Citation      N1-095-10-002 / 94 N1-095-10-002 / 95</p> <p><b>Disposition Instruction</b></p> <p>Cutoff Instruction                      end of fiscal year</p> <p>Retention Period                      Destroy 3 year(s) after cutoff</p> <p><b>Additional Information</b></p> <p>GAO Approval                          Not Required</p>					

### 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
09/25/2018	Submit for Concurrency	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
10/01/2018	Concur	Kate Flaherty	Appraiser	National Archives and Records Administration - ACRA
10/02/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
10/03/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist