

Request for Records Disposition Authority

Records Schedule Number DAA-0095-2018-0046
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 Accounting - Timber Sale and Associate Road Development Cost Analysis
Internal agency concurrences will be provided No

Background Information The Forest Service objectives are to establish and maintain an accounting system that provides full disclosure of financial results; A tool to assess management performance and stewardship; A system for internal control and accountability of funds, property, and other assets from acquisition to disposition; Administrative controls of obligations and expenditures; and Reliable accounting information for budget preparation, execution, and reporting that meets Federal accounting standards.

The Forest Service maintains an accounting system that complies with the U.S. Standard General Ledger (SGL). The SGL provides a uniform Chart of Accounts and technical guidance to be used in standardizing Federal agency accounting, which supports the preparation of standard external financial reports required by the central agencies (Office of Management and Budget, Treasury, and Government Accountability Office). The SGL is maintained by the Department of Treasury Financial Management Service.

Timber sales are used to achieve vegetation management objectives, including providing a sustainable yield of forest products to meet the nation's demands for wood fiber and restoring, improving, and maintaining forest ecosystem health. Timber sales are often used as a least-cost method to manage vegetation for improving wildlife habitats, reduce fuels that may increase fire risk, recover value from natural disasters, combat insect and disease infestations, and improve tree growth. Roads are generally required for timber harvest, although some timber sales can be harvested using helicopters or cable-yarding systems from existing roads. Each timber sale contract specifies the harvesting and logging method and any permanent or temporary road construction Final EA 47 January 2001 and

reconstruction required. The timber industry pays the construction cost for all logging roads and, if requested by the Forest Service, for the cost of road obliteration or decommissioning after a timber harvest is completed. Timber purchasers are also required to complete needed road reconstruction to ensure public safety and to protect the environment from logging traffic. Roads that the Forest Service determines are needed for future use are constructed to meet road specifications and retained for future use after the timber sale. Temporary roads are constructed only for the duration of the timber harvest and are intended to be eliminated after their use. Each fiscal year, the Forest Service estimates the amount of timber to be offered for sale at a given budget level. A timber sale generally requires several years of preparation, beginning with identification of the need until final sale offering. All decisions that include timber sales must meet all legal requirements, including those mandated by the National Forest Management Act (16 U.S.C. 1600 et seq.) and NEPA.

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 93, 94, 101

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-0095-2018-0046

Sequence Number	
1	Timber Sale and Associate Road Development Cost Analysis Disposition Authority Number: DAA-0095-2018-0046-0001

Records Schedule Items

Sequence Number		
1	<p>Timber Sale and Associate Road Development Cost Analysis</p> <p>Disposition Authority Number DAA-0095-2018-0046-0001</p> <p>Records include timber operator costs analysis working papers and backup records to the General Ledger Account pertaining to road development costs for timber.</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>	
	Manual Citation	Manual Title
	FSH 6209.11, Chapter 40, Filecode 6550	Forest Service Records Management Handbook
	<p>GRS or Superseded Authority Citation N1-95-10-010 / 99 N1-95-10-010 / 100</p> <p>Disposition Instruction</p> <p>Cutoff Instruction End of fiscal year.</p> <p>Retention Period Destroy 10 year(s) after cutoff</p> <p>Additional Information</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
12/06/2018	Submit for Concurrency	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
12/06/2018	Concur	Kate Flaherty	Appraiser	National Archives and Records Administration - ACRA
12/17/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
12/18/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist