## **Request for Records Disposition Authority**

Records Schedule Number

DAA-0095-2018-0054

**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

Watershed Protection and Management

Internal agency concurrences will

be provided

No

**Background Information** 

The objective of the Watershed Protection and Management program is to identify imminent post-wildfire threats to human life and safety, property, and critical natural or cultural resources on National Forest System lands and take immediate actions, as appropriate, to manage

unacceptable risks.

Associated FS-Mission specific records retention schedule items currently approved by NARA that are not included as part of this request: N1-95-10-4, items, 218, 219; N1-95-10-5, item 9;

N1-95-10-6. item 43

#### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	· · · · · ·	Number of Withdrawn Disposition Items
2	0	2	0

#### **GAO Approval**

### Records Schedule: DAA-0095-2018-0054

# Outline of Records Schedule Items for DAA-0095-2018-0054

Sequence Number	
1	Watershed Protection, Surveys, and Monitoring
	Disposition Authority Number: DAA-0095-2018-0054-0001
	Watershed Support, Improvements, and Emergency Rehabilitation Disposition Authority Number: DAA-0095-2018-0054-0002

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Sequence Number	

1 Watershed Protection, Surveys, and Monitoring

Disposition Authority Number DAA-0095-2018-0054-0001

Records pertain to the following watershed activities: •Floodplain and Wetland Protection: Case files include documentation on floodplain management and wetland protection. •Natural Disaster and Flood Damage Surveys: Case files contain information on damage estimates, photos, copies of requests for funding, and related records. •Watershed Monitoring Plans: Case files containing plans and other documentation evaluating the effects of management activities of a resource.

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 email and word processing? No

Manual Citation	Manual Title
FSH 6209.11, Chapter 40, Filecode 2520	Forest Service Records Management Handbook

GRS or Superseded Authority N1-95-10-004 / 220 Citation N1 95 10 004 / 231

N1-95-10-004 / 221 N1-95-10-004 / 222

**Disposition Instruction** 

Cutoff Instruction End of fiscal year in which case file closed.

Retention Period Destroy 30 year(s) after cutoff

Additional Information

2

GAO Approval Not Required

Watershed Support, Improvements, and Emergency Rehabilitation

Disposition Authority Number DAA-0095-2018-0054-0002

Case files containing documentation of implementation, maintenance, and evaluation of watershed improvement projects and rehabilitation programs; and special watershed management services required to fulfill a watershed role when another activity is occurring such as a timber sale.



Final Disposition Temporary

Item Status Active

FSH 6209.11, Chapter 40, Filecode

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than email and word processing?

**Manual Citation** 

2520

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	Manual Title

Handbook

Forest Service Records Management

GRS or Superseded Authority N1-95-10-004 / 223 Citation N1 95 10 004 / 224

N1-95-10-004 / 224 N1-95-10-004 / 225

**Disposition Instruction** 

Cutoff Instruction End of fiscal year in which case file closed. Case file

considered closed when maintenance and evaluation

are no longer applied.

Retention Period Destroy 30 year(s) after cutoff

No

**Additional Information** 

GAO Approval Not Required





Records Schedule: DAA-0095-2018-0054

# **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	Ву	Title	Organization
04/17/2018	Certify	Monica McGee	Records Officer	Forest Service - WO - ORMS - CRM
06/11/2019	Submit for Concur rence	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
06/13/2019	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Services
06/17/2019	Concur	Laurence Brewer	Chief Records Office r	National Records and Archives Administration - National Records and Archives Administration
06/18/2019	Approve	David Ferriero	Archivist of the Unite d States	Office of the Archivist - Office of the Archivist

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