

Request for Records Disposition Authority

Records Schedule Number **DAA-0095-2018-0057**

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 **Groundwater Resource Management**

Internal agency concurrences will be provided **No**

Background Information

Within healthy watersheds, groundwater-dependent ecosystems contain a whole new world of unique plants and animals. These features, from caves and subsurface streams to fens and springs, contain amazing and unique plants and animals that depend on water beneath the surface. The Forest Service serves as a steward of groundwater resources together with local communities, states, and other partners. Our goal is to maintain and enhance groundwater fed streams, springs, wells, and wetlands, which supply healthy watersheds and communities with much-needed water; to gather and make available information on NFS groundwater resources and their uses to provide for informed decisions during Forest Service planning and development and implementation of Forest Service projects; to consider the effects on NFS groundwater resources of all proposed activities on and uses of NFS lands and to avoid, minimize, or mitigate adverse effects to the extent practical or as required by law; and to authorize the use of NFS lands to access groundwater resources, including uses for water supply purposes, only when the use is conducted in a manner that complies with federal laws, regulations and policies and protects NFS water resources and when the use of water is authorized by the State.

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 2, 4, 5, 7

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

Outline of Records Schedule Items for DAA-0095-2018-0057

Sequence Number	
1	Groundwater Projects, Including Cleanup Disposition Authority Number: DAA-0095-2018-0057-0001
2	Groundwater Measuring, Reporting, and Protection Disposition Authority Number: DAA-0095-2018-0057-0002

Records Schedule Items

Sequence Number					
1	<p>Groundwater Projects, Including Cleanup</p> <p>Disposition Authority Number DAA-0095-2018-0057-0001</p> <p>Records pertain to : •Groundwater resources associated with specific projects. Records include inspection reports, site visit reviews and correspondence documenting hydrological connection between groundwater and surface water, cross-contamination, reductions in quantity, aquifer storage and recovery, mineral and energy development, oil and gas operations, geothermal operations, tunneling, and other impacts of proposed agency projects, approvals, and authorizations on groundwater resources on National Forest System lands. •Cleanup of groundwater on National Forest System lands contaminated with hazardous substances, petroleum products, pollutants, or contaminants. Also includes determinations as to potential cleanup sites.</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 2560</td> <td>Forest Service Records Management Handbook</td> </tr> </tbody> </table> <p>GRS or Superseded Authority Citation N1-095-10-010 / 3 N1-095-10-010 / 9</p> <p>Disposition Instruction</p> <p>Cutoff Instruction End of fiscal year in which the project ends.</p> <p>Retention Period Destroy 50 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 2560	Forest Service Records Management Handbook
Manual Citation	Manual Title				
FSH 6209.11, Chapter 40, Filecode 2560	Forest Service Records Management Handbook				
2	<p>Groundwater Measuring, Reporting, and Protection</p> <p>Disposition Authority Number DAA-0095-2018-0057-0002</p>				

Records pertain to: •Measuring and Reporting: Records document volume of extracted or injected water, excluding authorized minerals or energy development on National Forest System lands. •Source Water Protection: Records document collaboration and coordination efforts to protect drinking water systems located entirely or partially on National Forest System lands. Collaboration and coordination occurs with EPA; State, local, and Tribal governments; drinking water providers, and holders of special use authorizations. Includes documentation of safeguards, contingencies, and plans that serve as an acceptable permanent solution when proposing to develop new or expanded water supply facilities on NFS lands in response to emergency water supply shortages.

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

Manual Citation	Manual Title
FSH 6209.11, Chapter 40, Filecode 2560	Forest Service Records Management Handbook

GRS or Superseded Authority Citation N1-095-10-010 / 8
 N1-095-10-010 / 10

Disposition Instruction

Cutoff Instruction End of fiscal year in which the water use ceases.

Retention Period Destroy 50 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
08/20/2019	Submit for Concurrence	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
09/05/2019	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
09/05/2019	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
09/09/2019	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist