

Request for Records Disposition Authority

Records Schedule Number DAA-0095-2018-0058
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 Habitat Planning and Evaluation
Internal agency concurrences will be provided No

Background Information The broad objective of habitat planning and evaluation is to provide habitats to meet goals and objectives for wildlife and fish, including endangered, threatened, and sensitive animal and plant species set forth in land and resource management plans.

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 235, 238; N1-95-10-6, item 52

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0095-2018-0058

Sequence Number

1

Administrative Studies and Non-TES Plans
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Disposition Authority Number: DAA-0095-2018-0058-0001

Records Schedule Items

Sequence Number					
1	<p>Administrative Studies and Non-TES Plans</p> <p>Disposition Authority Number DAA-0095-2018-0058-0001</p> <p>Includes case files that analyze the effectiveness of certain projects and record factors that affect the management of wildlife, its environment, and recreational uses of these resources. Includes specific wildlife and fish plans (other than state-wide comprehensive plan) for species other than Threatened and Endangered Species (TES). Records also include data, survey, inventories and other records generated to support the studies / plans. Exclusion: Regional and Forest Plans are filed under 1920-Land Management Planning.</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 2620</td> <td>Forest Service Records Management Handbook</td> </tr> </tbody> </table> <p>GRS or Superseded Authority Citation N1-95-10-004 / 236 N1-95-10-004 / 237</p> <p>Disposition Instruction</p> <p>Cutoff Instruction End of fiscal year in which case file is closed.</p> <p>Retention Period Destroy 30 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 2620	Forest Service Records Management Handbook
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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
06/11/2019	Submit for Concurrency	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
06/13/2019	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
06/17/2019	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
06/18/2019	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist