

## Request for Records Disposition Authority

Records Schedule Number      DAA-0095-2018-0062

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                 Mineral Leases, Permits, and Licenses

Internal agency concurrences will be provided      No

**Background Information**

The Forest Service considers mineral exploration and development to be important parts of its management program. It cooperates with the Department of the Interior (USDI) in administering lawful exploration and development of leasable minerals. While the Forest Service is mainly involved with surface resource management and protection, it recognizes that mineral exploration and development are ordinarily in the public interest and can be compatible in the long term, if not immediately, with the purposes for which the National Forest System lands are managed. By exchange of letters in April and May 1945 with the Department of the Interior, the Forest Service reviews permit and lease applications and makes recommendations to protect surface resources and to prevent conflict with other activities, plans and programs of the Forest Service, and other users. Although not required by statute, the Secretary of the Interior generally accepts Forest Service recommendations regarding public domain leasable minerals.

•Associated FS-Mission specific records retention schedule items currently approved by NARA that are not included as part of this request: N1-95-10-6, item 59

**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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0095-2018-0062

Sequence Number	
1	<b>Mineral Leases, Permits, and Licenses</b> Disposition Authority Number: DAA-0095-2018-0062-0001

### Records Schedule Items

Sequence Number						
1	<b>Mineral Leases, Permits, and Licenses</b>					
	Disposition Authority Number	DAA-0095-2018-0062-0001				
	Records include correspondence, leases, permits, lessee/permittee information, inventories, evaluations, development plans, operating plans, forms and other records documenting the activities of specific projects or sites related to coal, geothermal, oil and gas, phosphate or other leasable minerals. Exclusion: Experimental (Research) Stations do not maintain 2820 files.					
	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				
	<table border="1" style="width: 100%;"> <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 2820</td> <td>Forest Service Records Management Handbook</td> </tr> </tbody> </table>		Manual Citation	Manual Title	FSH 6209.11, Chapter 40, Filecode 2820	Forest Service Records Management Handbook
Manual Citation	Manual Title					
FSH 6209.11, Chapter 40, Filecode 2820	Forest Service Records Management Handbook					
	GRS or Superseded Authority Citation	N1-95-10-002 / 136 N1-95-10-004 / 261 N1-95-10-004 / 262 N1-95-10-004 / 263 N1-95-10-004 / 264				
	<b>Disposition Instruction</b>					
	Cutoff Instruction	End of fiscal year in which case file is closed.				
	Retention Period	Destroy 50 year(s) after cutoff				
	<b>Additional Information</b>					
	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
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