

Request for Records Disposition Authority

Records Schedule Number DAA-0095-2018-0092
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 Inventory, Monitoring, and Assessment Activities
Internal agency concurrences will be provided No

Background Information 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, item 128

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0095-2018-0092

Sequence Number

1

Inventory, Monitoring, and Assessment Program Administration Disposition Authority Number: DAA-0095-2018-0092-0001

Records Schedule Items

Sequence Number							
1	<p>Inventory, Monitoring, and Assessment Program Administration</p> <p>Disposition Authority Number DAA-0095-2018-0092-0001</p> <p>Records pertain to planning, standards based approach and framework, as well as coordination and collaboration. Inventory, monitoring, and assessment records include documentation of: • Land management activities regarding social, economic, and ecological evaluations of conditions and trends; • Collaboration within the Forest Service and with other land management partners to provide resource information that meets a wide range of needs. • Inventory, monitoring, and assessment activities; • Information management framework for all Forest Service inventory, monitoring, and assessment activities, including those under the direct authority and responsibility of each Deputy Chief; and broad authorities, management objectives, policies, responsibilities, and processes that support Forest Service land management activities. • Integrated Program Plans: Approved agency field unit plans for inventory, monitoring, and assessment activities. • Management and Administration: Correspondence and records relating to administration and management of integrated program plans; standards based approach and framework; and agency coordination and collaboration for inventory, monitoring, assessment. • Reports required by OMB, USDA, and other for inventory, monitoring, and assessment activities. • Standards-based approach and framework: Includes agency implementation plans, reviews, and associated documentation.</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; margin-top: 10px;"> <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 1940</td> <td>Forest Service Records Management Handbook</td> </tr> </tbody> </table> <p>GRS or Superseded Authority Citation N1-95-10-3/ 21 N1-95-10-3/ 22 N1-95-10-3/ 23 N1-95-10-3/ 25 N1-95-10-3/ 26</p>			Manual Citation	Manual Title	FSH 6209.11, Chapter 40, Filecode 1940	Forest Service Records Management Handbook
Manual Citation	Manual Title						
FSH 6209.11, Chapter 40, Filecode 1940	Forest Service Records Management Handbook						

Disposition Instruction

Cutoff Instruction

End of fiscal year.

Retention Period

Destroy 10 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
04/20/2018	Certify	Monica McGee	Records Officer	Forest Service - WO - ORMS - CRM
09/26/2018	Submit for Concurrency	Valerie Terray	Archives Specialist	National Archives and Records Administration - Records Management Services
10/01/2018	Concur	Kate Flaherty	Appraiser	National Archives and Records Administration - ACRA
10/02/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
10/03/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist