

Request for Records Disposition Authority

Records Schedule Number **DAA-0095-2018-0103**

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 **Materials Engineering**

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: N1-95-10-10, item 186

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0095-2018-0103

Sequence Number

1	Materials Engineering Construction and Design Projects Disposition Authority Number: DAA-0095-2018-0103-0001
---	---

Records Schedule Items

Sequence Number		
1	<p>Materials Engineering Construction and Design Projects</p> <p>Disposition Authority Number DAA-0095-2018-0103-0001</p> <p>Records pertain to geotechnical and materials engineering construction and design projects</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>	
	Manual Citation	Manual Title
	FSH 6209.11, Chapter 40, Filecode 7170	Forest Service Records Management Handbook
	GRS or Superseded Authority Citation	N-95-10-9, item 53 N-95-10-9, item 54
	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
04/17/2018	Certify	Monica McGee	Records Officer	Forest Service - WO - ORMS - CRM
08/20/2018	Submit for Concurrency	Carly Docca	Archives Specialist	National Archives and Records Administration - ACRA
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