

Request for Records Disposition Authority

Records Schedule Number DAA-0095-2018-0107
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 Dam Management System
Internal agency concurrences will be provided No

Background Information

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0095-2018-0107

Sequence Number	
1	Dam Management System Administration, Inventory, Operation and Maintenance Records Disposition Authority Number: DAA-0095-2018-0107-0001

Records Schedule Items

Sequence Number						
1	<p>Dam Management System Administration, Inventory, Operation and Maintenance Records</p> <p>Disposition Authority Number DAA-0095-2018-0107-0001</p> <p>Records, including correspondence, regarding dam management systems; dam inventory and related records; and dam operation and maintenance not covered elsewhere in this schedule.</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%;"> <thead> <tr> <th style="text-align: left;">Manual Citation</th> <th style="text-align: left;">Manual Title</th> </tr> </thead> <tbody> <tr> <td>FSH 6209.11, Chapter 40, Filecode 7570</td> <td>Forest Service Records Management Handbook</td> </tr> </tbody> </table>	Manual Citation	Manual Title	FSH 6209.11, Chapter 40, Filecode 7570	Forest Service Records Management Handbook	
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	<p>GRS or Superseded Authority Citation N1-95-10-9, item 79 N1-95-10-9, item 80 N1-95-10-10, item 198</p> <p>Disposition Instruction</p> <p>Cutoff Instruction End of FY in which dam is decommissioned</p> <p>Retention Period Destroy 10 year(s) after cutoff</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>					

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
09/11/2018	Return for Revision	Carly Docca	Archives Specialist	National Archives and Records Administration - ACRA
09/11/2018	Submit For Certification	Chandra Allred	Region 2 Records Manager	Region 2 - Resource Information
09/11/2018	Certify	Chandra Allred	Region 2 Records Manager	Region 2 - Resource Information
11/08/2018	Submit for Concurrence	Carly Docca	Archives Specialist	National Archives and Records Administration - ACRA
11/08/2018	Concur	Kate Flaherty	Appraiser	National Archives and Records Administration - ACRA
11/20/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
11/26/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist