

Request for Records Disposition Authority

Records Schedule Number DAA-0095-2018-0110
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 Transportation System Development
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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
3	0	3	0

GAO Approval

Outline of Records Schedule Items for DAA-0095-2018-0110

Sequence Number	
1	General Transportation System Development Program Administration Disposition Authority Number: DAA-0095-2018-0110-0001
2	General Administrative Records for Transportation System Structures, Intermodal Transportation, and Specifications Programs Disposition Authority Number: DAA-0095-2018-0110-0002
3	Road and Highway Construction and Preconstruction Projects Disposition Authority Number: DAA-0095-2018-0110-0003

Records Schedule Items

Sequence Number					
1	<p>General Transportation System Development Program Administration</p> <p>Disposition Authority Number DAA-0095-2018-0110-0001</p> <p>Records not covered by other records retention schedules pertaining to transportation development, transportation program management, road construction, and road preconstruction.</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="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 7720</td> <td>Forest Service Records Management Handbook</td> </tr> </tbody> </table> <p>GRS or Superseded Authority Citation N1-95-10-8, item 29 N1-95-10-9, item 82 N1-95-10-10, item 211 N1-95-10-10, item 212</p> <p>Disposition Instruction</p> <p>Cutoff Instruction end of fiscal year</p> <p>Retention Period Destroy 10 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 7720	Forest Service Records Management Handbook
Manual Citation	Manual Title				
FSH 6209.11, Chapter 40, Filecode 7720	Forest Service Records Management Handbook				
2	<p>General Administrative Records for Transportation System Structures, Intermodal Transportation, and Specifications Programs</p> <p>Disposition Authority Number DAA-0095-2018-0110-0002</p> <p>Records pertaining to general transportation system development program, including: •General Structures •Intermodal Transportation development of air, water, and other alternative transportation systems (trails, water, airfields, and so forth). •Specifications, including documentation related to development of standard specifications, including National and Regional supplemental specifications.</p>				

Exclusion 1: Documents associated with a specific site, project, or special project specifications should be kept with the project record and are not retained under this records schedule item. Exclusion 2: Actual specifications are retained in an electronic database that is scheduled separately from this item.

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

Manual Citation	Manual Title
FSH 6209.11, Chapter 40, Filecode 7720	Forest Service Records Management Handbook

GRS or Superseded Authority Citation N1-95-10-9, item 83
N1-95-10-9, item 84
N1-95-10-10, item 215

Disposition Instruction

Cutoff Instruction End of fiscal year in which records no longer needed for administrative or legal purposes.

Retention Period Destroy 10 year(s) after cutoff

Additional Information

GAO Approval Not Required

Road and Highway Construction and Preconstruction Projects

Disposition Authority Number DAA-0095-2018-0110-0003

Records documenting forest highway and road (construction and preconstruction) projects and activities

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

Manual Citation	Manual Title

3

FSH 6209.11, Chapter 40, Filecode 7720	Forest Service Records Management Handbook
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GRS or Superseded Authority N1-95-10-10, item 210
Citation N1-95-10-10, item 218
N1-95-10-10, item 214

Disposition Instruction

Cutoff Instruction End of fiscal year in which project ends
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
04/18/2018	Certify	Monica McGee	Records Officer	Forest Service - WO - ORMS - CRM
08/28/2018	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