

WITHDRAWN – RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0311-2017-0001

Request for Records Disposition Authority

Records Schedule Number DAA-0311-2017-0001
Schedule Status Returned Without Action

Agency or Establishment Federal Emergency Management Agency
Record Group / Scheduling Group Records of the Federal Emergency Management Agency
Records Schedule applies to Agency-wide
Schedule Subject Documents Published in the Federal Register.
Internal agency concurrences will be provided No

Background Information This is an update to an already approved records schedule.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	3

GAO Approval

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Outline of Records Schedule Items for DAA-0311-2017-0001

Sequence Number	
1	Documents Published in the Federal Register
1.1	Development and Publication of Substantive Rule Disposition Authority Number: DAA-0311-2017-0001-0001
1.2	Development and Publication Non-substantive Rules Disposition Authority Number: DAA-0311-2017-0001-0002
1.3	Development and Publication of Federal Register Notices Disposition Authority Number: DAA-0311-2017-0001-0003

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Records Schedule Items

Sequence Number

1

Documents Published in the Federal Register
Proposed and final rules and notices. Official records copies of case histories, including drafts showing development of rule or notice, clearance records, public comments, and signed documents. Final rules have the effect of law and are codified in the Code of Federal Regulations (CFR).

1.1

Development and Publication of Substantive Rule

Disposition Authority Number DAA-0311-2017-0001-0001

Any documents relating to a rulemaking that substantively changed FEMA's regulations in 44 CFR. This includes any internal documents reflecting the agency's reasoning and decisions, including working group and other meeting notes, internal memos, supporting analyses, reports, and similar documentation; the associated rule documents published in the Federal Register (e.g., proposed rule, final rule), any public comments received, and comments received within the Executive Branch, including comments from other agencies, OMB, and DHS headquarters.

Final Disposition Permanent

Item Status Withdrawn

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
LEG-8-1-1	Documents Published in the Federal Register

Disposition Instruction

Cutoff Instruction Close file after the final rule becomes effective and place in inactive file.

Transfer to Inactive Storage Retire to FRC 10 years after close of file.

Transfer Electronic Records to the National Archives for Pre-Accessioning Transfer electronic records to the National Archives for pre-accessioning 5 year(s) after cutoff

Transfer to the National Archives for Accessioning Transfer to the National Archives in 10 year blocks 20 year(s) after cutoff

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Additional Information

What will be the date span of the initial transfer of records to the National Archives? From 2017 To 2027

How frequently will your agency transfer these records to the National Archives? Every 10 Years

Development and Publication Non-substantive Rules

Disposition Authority Number DAA-0311-2017-0001-0002

Any internal documents and public comments relating to the development and publication of non-substantive rulemakings that make non-substantive changes to the CFR, such as technical corrections and updates to titles or terminology.

Final Disposition Temporary

Item Status Withdrawn

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? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

Manual Citation	Manual Title
LEG-8-1-2	Documents Published in the Federal Register

Disposition Instruction

Cutoff Instruction Close file after final rule becomes effective and place in inactive file.

Transfer to Inactive Storage Retire to FRC 10 years after close of file.

Retention Period Destroy 20 year(s) after close of file

Additional Information

GAO Approval Not Required

Development and Publication of Federal Register Notices

Disposition Authority Number DAA-0311-2017-0001-0003

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Any documents and public comments relating to the development and publication of Federal Register notices that do not affect the CFR, such as flood notices, environmental notices, disaster declarations notices, information collection notice, and notices of availability for policies.

Final Disposition Temporary

Item Status Withdrawn

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? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

Manual Citation	Manual Title
LEG-8-1-3	Docuements Published in the Federal Register

Disposition Instruction

Cutoff Instruction Close file after notice is published in Federal Register and place in inactive file.

Transfer to Inactive Storage Retire to the FRC 3 years after cutoff

Retention Period Destroy 10 year(s) after close of file

Additional Information

GAO Approval Not Required

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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
11/28/2017	Certify	Krystle Thompson	Government Information Specialist	Information Management Office - Records Management Division
11/29/2017	Return for Revision	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA
12/21/2017	Return Without Action	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA

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