Schedule Number: N1-207-91-002

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Explanation / Description:
All items are superseded by DAA-0207-2014-0002.

Date Reported: 07/18/2022
**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

(See Instructions on reverse)

TO: GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (Agency or establishment)
   
   U.S. Department of Housing and Urban Development
   
   Office of Inspector General

2. MAJOR SUBDIVISION
   
   Office of Inspector General

3. MINOR SUBDIVISION
   
   Office of Inspector General

4. NAME OF PERSON WITH WHOM TO CONFER
   
   Carol L. Hutzel (ASES)

5. TELEPHONE EXT.
   
   708-1891

6. CERTIFICATE OF AGENCY REPRESENTATIVE
   
   I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

   A. GAO concurrence:
      
      □ is attached; or □ is unnecessary.

   B. DATE
      
      10/25/90

   C. SIGNATURE OF AGENCY REPRESENTATIVE
      
      Robert J. Levlin

   D. TITLE
      
      Departmental Records Management Office

7. ITEM NO.

8. DESCRIPTION OF ITEM
   
   (With Inclusive Dates or Retention Periods)

   

   2. Final Reports of Audits. Audits of specific activities impacting upon HUD and its mission. Reports are arranged by region and thereunder chronologically.

   
Monthly Reports of Investigations and Audits to the Secretary. Reports from the Inspector General to the Secretary of Housing and Urban Development highlighting topics of current interest. Reports are arranged chronologically.

a. Official Copy. **Disposition:** PERMANENT. Cut off annually. Retire to the Federal Records Center when 5 years old, or volume warrants. Transfer to NARA in 5 year blocks when 10 - 15 years old.

b. All other copies. **Disposition:** Temporary. Cut off annually. Retire to the Federal Records Center when 5 years old, or volume warrants. Destroy when 8 years old.