

Request for Records Disposition Authority

Records Schedule Number **DAA-0433-2020-0001**

Schedule Status **Approved**

Agency or Establishment **Mine Safety and Health Administration**

Record Group / Scheduling Group **Records of the Mine Safety and Health Administration**

Records Schedule applies to **Major Subdivision**

Major Subdivision **Program Evaluation and Information Resources**

Schedule Subject **Administrative Procedures Program DIRECTIVES**

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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	1	0	0

GAO Approval

Outline of Records Schedule Items for DAA-0433-2020-0001

Sequence Number

1

Administrative Procedures Manual (APPM), Vol. 1
Disposition Authority Number: DAA-0433-2020-0001-0001

Records Schedule Items

Sequence Number											
1	<p>Administrative Procedures Manual (APPM), Vol. 1</p> <p>Disposition Authority Number DAA-0433-2020-0001-0001</p> <p>Administrative Policy and Procedures Manual (APPM) Volume 1, Organization, as well as administrative handbooks that govern program activities such as mine emergency response, internal reviews, inspector training, personal protective equipment, and alternative case resolution procedures.</p> <p>Final Disposition Permanent</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> <p>GRS or Superseded Authority Citation DAA-0433-2015-0004-0004 DAA-0433-2015-0004-0005 in part</p> <p>Disposition Instruction</p> <p>If this item has multiple sections, indicate here records to which this section apply Electronic Records</p> <p>Cutoff Instruction Cut off when superseded or obsolete</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives in 5 year blocks 15 year(s) after cut off</p> <p>Additional Information</p> <p>First year of records accumulation 2010</p> <p>What will be the date span of the initial transfer of records to the National Archives? From 2010 To 2014</p> <p>How frequently will your agency transfer these records to the National Archives? Every 5 Years</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;"></th> <th style="width: 25%;">Estimated Current Volume</th> <th style="width: 25%;">Annual Accumulation</th> </tr> </thead> <tbody> <tr> <td>Electronic/Digital</td> <td>100 MB</td> <td>25 MB</td> </tr> <tr> <td>Paper</td> <td></td> <td></td> </tr> </tbody> </table>			Estimated Current Volume	Annual Accumulation	Electronic/Digital	100 MB	25 MB	Paper		
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Electronic/Digital	100 MB	25 MB									
Paper											

Microform		
Hardcopy or Analog Special Media		

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
05/19/2020	Return to Submitter	Tanisha Bynum-Frazier	Supervisory Program Analyst	Department of Labor - OASAM
05/26/2020	Certify	Tanisha Bynum-Frazier	Supervisory Program Analyst	Department of Labor - OASAM
10/15/2020	Submit for Concurrence	David Weber	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
11/23/2020	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
12/01/2020	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
12/01/2020	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist