

INACTIVE – ALL ITEMS SUPERSEDED

Request for Records Disposition Authority

Records Schedule Number DAA-0059-2013-0005
Schedule Status Modified Approved Version

Agency or Establishment Department of State
Record Group / Scheduling Group General Records of the Department of State
Records Schedule applies to Major Subdivision
Major Subdivision Bureau of Administration
Minor Subdivision Office of General Services Management
Schedule Subject Records of Parking Permit & Car Pool Records Information System of
 General Services Management

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of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |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

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Outline of Records Schedule Items for DAA-0059-2013-0005

| Sequence Number | |
|-----------------|--|
| 1 | Parking Permit and Car Pool Records Information System |
| 1.1 | Master File Disposition Authority Number: DAA-0059-2013-0005-0001 |

INACTIVE – ALL ITEMS SUPERSEDED

Records Schedule Items

| Sequence Number | |
|-----------------|--|
| 1 | <p>Parking Permit and Car Pool Records Information System The Parking Permit and Car Pool Records information system contains data on Department of State, U.S. Agency for International Development (USAID) employees, and full time employees of private organizations who have permits for Department parking facilities; individuals who car pool with employees holding permits; and persons interested in joining a car pool.</p> |
| 1.1 | <p>Master File</p> <p>Disposition Authority Number DAA-0059-2013-0005-0001</p> <p>Content includes information on (1) parking permit holders (name, employee identification (ID) number, year and make of car, license plate number and state of issuance, bureau, office telephone number and e-mail address, and type of parking permit and desired payment plan); (2) car pool individuals (name of member of car pool, employee ID number, office telephone number and e-mail address, make of car, license plate number and state of issuance, years of government service, commuting zone, and desired payment plan).</p> <p>Final Disposition Temporary</p> <p>Item Status Inactive</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>Inactive Status Explanation This item is inactive because it was superseded by New Disposition Authority Number: DAA-GRS-2017-0006-0018</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off at the end of the parking year.</p> <p>Retention Period Delete/destroy after GAO audit or when 3 years old, whichever is later.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p> |

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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 |
|------------|------------------------|------------------|---|--|
| 04/01/2013 | Certify | Tasha Thian | Agency Records Officer | A/GIS - A/GIS/IPS/RA |
| 07/08/2013 | Submit for Concurrence | Lisa Clavelli | Supervisor, ACNR Appraisal Team 2 | National Archives and Records Administration - Records Management Services |
| 07/09/2013 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - Records Management Services |
| 07/10/2013 | Concur | Laurence Brewer | Director, National Records Management Program | National Archives and Records Administration - National Records Management Program |
| 07/11/2013 | Approve | David Ferriero | Archivist of the United States | Office of the Archivist - Office of the Archivist |

| Title | Schedule Number | GRS Citation | GRS Schedule | Notes | DOS Decision |
|---|-------------------------|---------------------|---|-------|--|
| Bureau of Diplomatic Security, Office of Overseas Protective Operations | DAA-0059-2011-0001-0001 | 5.6/100 | DAA-GRS-2017-0006-0013 | | No - Superseded by 'DAA-0059-2018-0003-0006 |
| Bureau of Diplomatic Security, Office of Overseas Protective Operations | DAA-0059-2011-0001-0006 | 5.6/090 | DAA-GRS-2017-0006-0012 | | No - Superseded by 'DAA-0059-2018-0003-0006 |
| Bureau of Diplomatic Security, Office of Overseas Protective Operations | DAA-0059-2011-0001-0007 | 5.6/090 | DAA-GRS-2017-0006-0012 | | No - Superseded by 'DAA-0059-2018-0003-0006 |
| Bureau of Diplomatic Security, Office of the Chief Technology Officer | DAA-0059-2011-0002-0004 | 5.6/080 and 081 | DAA-GRS-2017-0006-0010 and DAA-GRS-2017-0006-0011 | | Add to crosswalk under DAA-0059-2018-0003-0006 |
| Bureau of Diplomatic Security Office of Human Resources Management | DAA-0059-2011-0004-0001 | 2.2/050, 5.2/020 | DAA-GRS-2017-0007-0006, DAA-GRS-2017-0003-0002 | | No - Superseded by 'DAA-0059-2018-0003-0010 |
| Bureau of Diplomatic Security Office of Human Resources Management | DAA-0059-2011-0004-0002 | 2.2/070, 2.2/071 | DAA-GRS-2017-0007-0008, DAA-GRS-2017-0007-0009, | | No - Superseded by 'DAA-0059-2018-0003-0010 |
| Diplomatic Security Deputy Executive Director and Management Services Records | DAA-0059-2011-0006-0001 | 5.4/010, 5.4/060 | DAA-GRS-2016-0011-0001, DAA-GRS-2016-0011-0007 | | Yes - DAA-GRS-2016-0011-0001 |
| Diplomatic Security Deputy Executive Director and Management Services Records | DAA-0059-2011-0006-0002 | 5.4/010 | DAA-GRS-2016-0011-0001 | | Yes - DAA-GRS-2016-0011-0001 |
| Diplomatic Security Deputy Executive Director and Management Services Records | DAA-0059-2011-0006-0003 | 1.2/020, 1.2/030 | DAA-GRS-2013-0008-0001, DAA-GRS-2013-0008-0003 | | Yes - DAA-GRS-2013-0008-0001 |
| Diplomatic Security Deputy Executive Director and Management Services Records | DAA-0059-2011-0006-0010 | 4.2/001, 4.2/020 | DAA-GRS-2019-0001-0001, DAA-GRS-2016-0002-0001 | | No - Superseded by 'DAA-0059-2018-0003-0010 |
| Bureau of Near Eastern Affairs, Iraq Economic and Assistance Affairs | DAA-0059-2011-0013-0001 | 1.2/010 | DAA-GRS-2013-0008-0007 | | No - GRS 1.2/020 DAA-GRS-2013-0008-0001 |
| Bureau of Near Eastern Affairs, Iraq Economic and Assistance Affairs | DAA-0059-2011-0013-0002 | 1.2/020 | DAA-GRS-2013-0008-0001 | | Yes |
| Bureau of Diplomatic Security, Office of Information Security | DAA-0059-2011-0016-0001 | 5.6/110 and 111 | DAA-GRS-2017-0006-0014 and DAA-GRS-2017-0006-0015 | | No - Superseded by 'DAA-0059-2018-0003-0006 |
| Bureau of Diplomatic Security, Office of Information Security | DAA-0059-2011-0016-0002 | 5.6/140 and 5.6/141 | DAA-GRS-2017-0006-0019 and DAA-GRS-2017-0006-0020 | | Yes - DAA-GRS-2017-0006-0020 |
| Bureau of Diplomatic Security, Office of Information Security | DAA-0059-2011-0016-0003 | 5.6/100 | DAA-GRS-2017-0006-0013 | | No - Superseded by 'DAA-0059-2018-0003-0007 |
| Bureau of Diplomatic Security, Office of Information Security | DAA-0059-2011-0016-0004 | 5.6/010 | DAA-GRS-2017-0006-0001 | | Add to crosswalk under DAA-0059-2018-0003-0007 |
| Bureau of Diplomatic Security, Office of Information Security | DAA-0059-2011-0016-0005 | 5.6/180 and 181 | DAA-GRS-2017-0006-0024 and DAA-GRS-2017-0006-0025 | | Yes |
| Bureau of Diplomatic Security, Office of Information Security | DAA-0059-2011-0016-0006 | 5.6/180 and 181 | DAA-GRS-2017-0006-0024 and DAA-GRS-2017-0006-0025 | | Yes |

| Title | Schedule Number | GRS Citation | GRS Schedule | Notes | DOS Decision |
|---|---------------------------|---------------------|--|-------|--|
| Records of the Office of International Visitors Program | DAA-0059-2012-0009-0005 | 1.2/010 | DAA-GRS-2013-0008-0007 | | Yes |
| Bureau of Diplomatic Security, Records of Computerized Management Maintenance System (CMMS) | DAA-0059-2013-0004 | 5.4/010, 5.6/030 | DAA-GRS-2016-0011-0001, DAA-GRS-2017-0006-0004 | | Yes - DAA-GRS-2016-0011-0001 |
| Bureau of Administration, Records of Parking Permit and Car Pool Records Information Systems of General Services Management | DAA-0059-2013-0005-0001 | 5.6/130 | DAA-GRS-2017-0006-0018 | | Yes |
| Personnel - Retirement | N1-059-00-016/7/A | 2.5/020 | DAA-GRS-2014-0004-0003 | | DAA-GRS-2017-0007-0004 (GRS 2.2, item 040) |
| Personnel - Retirement | N1-059-00-016/8/A | 2.5/010 | DAA-GRS-2014-0004-0001 | | yes |
| International Cooperative Administrative Support Service | N1-059-01-008/18/A | 5.2/020 | DAA-GRS-2017-0003-0002 | | Yes |
| Political-Military Affairs/Humanitarian and Demining | N1-059-01-020/6/B | 5.2/020 | DAA-GRS-2017-0003-0002 | | No - Obsolete |
| Employee Services Center | N1-059-02-005/1/A | 5.2/020 | DAA-GRS-2017-0003-0002 | | Yes |
| Information Technology Operations and Management | N1-059-02-009/1/A and 1/B | 3.1/040 | DAA-GRS-2013-0005-0010 | | Yes |
| Information Technology Operations and Management | N1-059-02-009/10 | 3.1/020 | DAA-GRS-2013-0005-0004 | | No (GRS 5.8, Item 010) |
| Information Technology Operations and Management | N1-059-02-009/11 | 3.1/010 and 3.1/011 | DAA-GRS-2013-0005-0006 and DAA-GRS-2013-0005- | | Yes (GRS 3.1 Item 010 Only) |
| Information Technology Operations and Management | N1-059-02-009/2 | 3.1/020 | DAA-GRS-2013-0005-0004 | | Yes |
| Information Technology Operations and Management | N1-059-02-009/3 | 3.1/030 | DAA-GRS-2013-0005-0005 | | Yes |
| Information Technology Operations and Management | N1-059-02-009/4/A/1 | 3.2/040 | DAA-GRS-2013-0006-0005 | | Yes |
| Information Technology Operations and Management | N1-059-02-009/4/A/2 | 3.2/041 | DAA-GRS-2013-0006-0006 | | Yes |
| Information Technology Operations and Management | N1-059-02-009/4/B | 3.2/040 | DAA-GRS-2013-0006-0005 | | No (GRS 3.2, Item 050) |
| Information Technology Operations and Management | N1-059-02-009/5 | 3.2/010 | DAA-GRS-2013-0006-0001 | | Yes |
| Information Technology Operations and Management | N1-059-02-009/6 | 3.2/020 | DAA-GRS-2013-0006-0001 | | Yes |
| Information Technology Operations and Management | N1-059-02-009/7/A | 3.2/031 | DAA-GRS-2013-0006-0004 | | Yes |
| Information Technology Operations and Management | N1-059-02-009/8 | 3.1/020 | DAA-GRS-2013-0005-0004 | | Yes |
| Information Technology Operations and Management | N1-059-02-009/9 | 3.1/020 | DAA-GRS-2013-0005-0004 | | No (GRS 1.1, Item 030) |
| General Services Management Files | N1-059-03-010/10/A | 5.1/010 | DAA-GRS-2016-0016-0001 | | Change to 5.4/071 |
| General Services Management Files | N1-059-03-010/10/B | 5.1/010 | DAA-GRS-2016-0016-0001 | | Change to 5.4/071 |

| Title | Schedule Number | GRS Citation | GRS Schedule | Notes | DOS Decision |
|---|------------------------|-----------------|------------------------|-------|--|
| General Services Management Files | N1-059-03-010/10/C | 5.1/010 | DAA-GRS-2016-0016-0001 | | Change to 5.4/070 |
| General Services Management Files | N1-059-03-010/11 | 5.4/090 and 1.1 | DAA-GRS-2016-0011-0011 | | 1.1/011 |
| General Services Management Files | N1-059-03-010/12/A | 5.4/140 | DAA-GRS-2016-0011-0017 | | yes |
| General Services Management Files | N1-059-03-010/12/B | 5.4/140 | DAA-GRS-2016-0011-0017 | | yes |
| General Services Management Files | N1-059-03-010/2 | 1.1/010 | DAA-GRS-2013-0003-0001 | | Change to 5.4/010 |
| General Services Management Files | N1-059-03-010/22/A | 5.2/020 | DAA-GRS-2017-0003-0002 | | yes |
| General Services Management Files | N1-059-03-010/23/A/1 | 5.2/020 | DAA-GRS-2017-0003-0002 | | yes |
| General Services Management Files | N1-059-03-010/23/A/2 | 5.2/020 | DAA-GRS-2017-0003-0002 | | Change to: (1.1/ 010) DAA-GRS-2013-0003-0001 |
| General Services Management Files | N1-059-03-010/3 | 5.1/010 | DAA-GRS-2016-0016-0001 | | Change to: (5.4/010) DAA-GRS-2016-0011-0001 |
| General Services Management Files | N1-059-03-010/7 | 5.4/010 | DAA-GRS-2016-0011-0001 | | Yes |
| General Services Management Files | N1-059-03-010/8 | 5.4/090 | DAA-GRS-2016-0011-0011 | | Yes |
| General Services Management Files | N1-059-03-010/9 | 1.1/010 | DAA-GRS-2013-0003-0001 | | Change to: (1.1/011) DAA-GRS-2013-0003-0002 |
| Group of Eight (G-8) Summit Planning Organization (SPO) | N1-059-04-001/14 | 1.1/020 | DAA-GRS-2013-0003-0011 | | (1.1/001) DAA-GRS-2016-0013-0001 |
| Group of Eight (G-8) Summit Planning Organization (SPO) | N1-059-04-001/17 | 1.1/011 | DAA-GRS-2013-0003-0002 | | yes |
| Group of Eight (G-8) Summit Planning Organization (SPO) | N1-059-04-001/20 | 1.1/010 | DAA-GRS-2013-0003-0001 | | yes |
| Group of Eight (G-8) Summit Planning Organization (SPO) | N1-059-04-001/22/A | 5.2/020 | DAA-GRS-2017-0003-0002 | | Obsolete-Word Processing copy |
| Passport Services and Related Records | N1-059-04-002/19/B/1/B | 5.2/020 | DAA-GRS-2017-0003-0002 | | Obsolete |
| Passport Services and Related Records | N1-059-04-002/19/B/2 | 5.2/020 | DAA-GRS-2017-0003-0002 | | Obsolete |
| Passport Services and Related Records | N1-059-04-002/19/C/3 | 3.2/051 | DAA-GRS-2013-0016-0008 | | Obsolete |
| The Office of Foreign Missions Information System (TOMIS) | N1-059-04-003/1/A | 5.2/010 | DAA-GRS-2017-0003-0001 | | Yes |
| The Office of Foreign Missions Information System (TOMIS) | N1-059-04-003/1/C | 5.2/020 | DAA-GRS-2017-0003-0002 | | Yes |
| The Defense Trade Application System (DTAS) | N1-059-04-004/1/A/1 | 5.2/020 | DAA-GRS-2017-0003-0002 | | Yes |
| The Defense Trade Application System (DTAS) | N1-059-04-004/1/C/1 | 5.2/020 | DAA-GRS-2017-0003-0002 | | Yes |
| The Defense Trade Application System (DTAS) | N1-059-04-004/1/C/2 | 5.2/020 | DAA-GRS-2017-0003-0002 | | Yes |
| The Defense Trade Application System (DTAS) | N1-059-04-004/1/C/3 | 3.2/051 | DAA-GRS-2013-0006-0008 | | Yes |
| Current Intelligence Staff | N1-059-04-005/4/A | 5.2/010 | DAA-GRS-2017-0003-0001 | | Obsolete-Word Processing copy |
| Current Intelligence Staff | N1-059-04-005/4/B | 5.2/020 | DAA-GRS-2017-0003-0002 | | yes (Non record) |
| Office of Academic Exchange Programs | N1-059-05-003/4 | 1.2/020 | DAA-GRS-2013-0008-0001 | | Yes |
| Office of Academic Exchange Programs | N1-059-05-003/5 | 1.2/010 | DAA-GRS-2013-0008-0007 | | Yes |
| Office of Citizen Exchanges | N1-059-05-005/5 | 1.2/020 | DAA-GRS-2013-0008-0001 | | Yes |
| J. William Fulbright Foreign Scholarship Board | N1-059-05-006/9/A | 5.2/010 | DAA-GRS-2017-0003-0001 | | No - Obsolete |
| J. William Fulbright Foreign Scholarship Board | N1-059-05-006/9/B | 5.2/020 | DAA-GRS-2017-0003-0002 | | No - Obsolete |

| Title | Schedule Number | GRS Citation | GRS Schedule | Notes | DOS Decision |
|---|------------------------|-----------------|---|-------|--|
| Office of the Executive Director (ECA-IIP/EX) | N1-059-05-013/10 | 1.2/010 | DAA-GRS-2013-0008-0007 | | No - GRS 1.1, 010 Per ECA Consolidation Crosswalk |
| Office of the Executive Director (ECA-IIP/EX) | N1-059-05-013/9 | 1.2/020 | DAA-GRS-2013-0008-0001 | | Yes |
| | | | | | |
| Office of Policy and Evaluation (ECA/P/V) | N1-059-06-001/6/A | 5.2/010 | DAA-GRS-2017-0003-0001 | | No - Obsolete |
| Office of Policy and Evaluation (ECA/P/V) | N1-059-06-001/6/B | 5.2/020 | DAA-GRS-2017-0003-0002 | | No - Obsolete |
| Internet-Based Travel Registration System | N1-059-06-009/1 | 5.2/020 | DAA-GRS-2017-0003-0002 | | Yes |
| Diplomatic Security Office of Training and Performance Support | N1-059-07-001/22/A | 5.1/010 | DAA-GRS-2016-0016-0001 | | Yes |
| Diplomatic Security Office of Training and Performance Support | N1-059-07-001/24 | 1.1/010 | DAA-GRS-2013-0003-0001 | | Yes |
| Diplomatic Security Office of Training and Performance Support | N1-059-07-001/25 | 1.1/010 | DAA-GRS-2013-0003-0001 | | Yes |
| Diplomatic Security Office of Training and Performance Support | N1-059-07-001/26 | 1.1/010 | DAA-GRS-2013-0003-0001 | | Yes |
| Bureau of Diplomatic Security, Office of Computer Security | N1-059-07-011/7 | 2.6/030 | DAA-GRS-2016-0014-0003 | | Yes |
| Bureau of Diplomatic Security, Office of Computer Security | N1-059-07-011/8, 9, 10 | 2.6/010 | DAA-GRS-2016-0014-0001 | | Yes |
| | N1-059-07-011/9 | | | | Yes |
| | N1-059-07-011/10 | | | | Yes |
| Overseas Buildings Operations, Project Execution Office | N1-059-08-001/8 | 1.1/010 | DAA-GRS-2013-0003-0001 | | Yes |
| Overseas Buildings Operations, Planning and Development | N1-059-08-002/10 | 1.1/010 | DAA-GRS-2013-0003-0001 | | Yes |
| Foreign Service Institute -Executive Director for Management Office of the Registrar (FSI/EX/REG) | N1-059-08-007/7 | 1.1/010 | DAA-GRS-2013-0003-0001 | | Change to: 1.1/011 |
| Bureau of Overseas Buildings Operations PASS -Personnel Administration Security System Files | N1-059-08-014/3/A | 2.2/080 | DAA-GRS-2017-0007-0002 | | No - GRS Not Appropriate. The retention should remain as is until further review is conducted. |
| Department of State Public Website | N1-059-09-004/1/A | 5.1/020 | DAA-GRS-2016-0016-0002 | | Yes |
| Department of State Public Website | N1-059-09-004/2 | 3.1/020 | DAA-GRS-2013-0005-0004 | | Yes |
| Overseas Buildings Operations Facilities Management Division | N1-059-09-005/1 | 5.4/070 and 071 | DAA-GRS-2016-0011-0008 and DAA-GRS-2016-0011- | | Yes |
| Overseas Buildings Operations Facilities Management Division | N1-059-09-005/14 | 5.4/070 and 071 | DAA-GRS-2016-0011-0008 and DAA-GRS-2016-0011-0009 | | No - The retention should remain as is until further review is conducted. |
| Overseas Buildings Operations Facilities Management Division | N1-059-09-005/15 | 5.4/070 and 071 | DAA-GRS-2016-0011-0008 and DAA-GRS-2016-0011-0009 | | No - The retention should remain as is until further review is conducted. |

| Title | Schedule Number | GRS Citation | GRS Schedule | Notes | DOS Decision |
|--|-------------------|------------------------------|--|------------------|---|
| Overseas Buildings Operations Facilities Management Division | N1-059-09-005/16 | 5.4/070 and 071 | DAA-GRS-2016-0011-0008 and DAA-GRS-2016-0011-0009 | | No - The retention should remain as is until further review is conducted. |
| Overseas Buildings Operations Facilities Management Division | N1-059-09-005/17 | 2.7/040 | DAA-GRS-2017-0010-0004 | | Yes |
| Overseas Buildings Operations Facilities Management Division | N1-059-09-005/18 | 5.4/070 and 071, and 2.7/040 | DAA-GRS-2016-0011-0008, DAA-GRS-2016-0011-0009, DAA-GRS-2017-0010-0004 | | YES - GRS 2.7/040 DAA-GRS-2017-0010-0004 ONLY!! (NO for GRS 5.4/070 & 071 not appropriate for this item) |
| Overseas Buildings Operations Facilities Management Division | N1-059-09-005/21 | 5.6/090 | DAA-GRS-2017-0006-0002 | | No - The records have stipulations (foreign buildings owned or leased bldgs) and retention should remain as is until further review is conducted. |
| Overseas Buildings Operations Facilities Management Division | N1-059-09-005/23 | 5.4/070 and 071 | DAA-GRS-2016-0011-0008 and DAA-GRS-2016-0011-0009 | | No - The records have stipulations (foreign buildings owned or leased bldgs) and retention should remain as is until further review is conducted. |
| Overseas Buildings Operations Facilities Management Division | N1-059-09-005/24 | 5.4/070 and 071 | DAA-GRS-2016-0011-0008 and DAA-GRS-2016-0011-0009 | | No - The records have stipulations (foreign buildings owned or leased bldgs) and retention should remain as is until further review is conducted. |
| Overseas Buildings Operations Facilities Management Division | N1-059-09-005/25 | 5.4/070 and 071 | DAA-GRS-2016-0011-0008 and DAA-GRS-2016-0011-0009 | | No - The records have stipulations (foreign buildings owned or leased bldgs) and retention should remain as is until further review is conducted. |
| Overseas Buildings Operations Facilities Management Division | N1-059-09-005/28 | 2.7/040 | DAA-GRS-2017-0010-0004 | | No - The records have stipulations (foreign buildings owned or leased bldgs) and retention should remain as is until further review is conducted. |
| Records of the Office of the Historian | N1-059-10-001/12 | 5.1/020 and 3.1/020 | DAA-GRS-2016-0016-0002 and DAA-GRS-2013-0005-0001 | | yes |
| Records of the Office of the Historian | N1-059-10-001/6/A | 6.2/010 | DAA-GRS-2015-0001-0001 | | yes |
| Records of the Office of the Historian | N1-059-10-001/6/B | 6.2/050 and 060 | DAA-GRS-2015-0001-0005 and DAA-GRS-2015-0001-0006 | | Change to: (6.2/040) DAA-GRS-2015-0001-0006 and (6.DAA-GRS-2015-0001-0005 (6.2/050) |
| Conflict and Stabilization Operations External Website (G/CSO) | N1-059-10-005/2 | 6.5/020 and 6.4/020 | DAA-GRS-2017-0002-0002 and DAA-GRS-2016-0005-0002 | | No - GRS 5.1/020 but the longer retention should remain in effect until further review is conducted. No Public Activity. |
| Conflict and Stabilization Operations External Website (G/CSO) | N1-059-10-005/3 | 3.1/020 | DAA-GRS-2013-0005-0004 | | OK |
| Conflict and Stabilization Operations External Website (G/CSO) | N1-059-10-006/2 | 6.5/020 and 6.4/020 | DAA-GRS-2017-0002-0002 and DAA-GRS-2016-0005-0002 | | No - GRS 5.1/020 but the longer retention should remain in effect until further review is conducted. |
| Conflict and Stabilization Operations External Website (G/CSO) | N1-059-10-006/3 | 3.1/020 | DAA-GRS-2013-0005-0004 | | OK |
| Bureau of Resource Management | N1-059-10-012/1 | 1.3/010 | DAA-GRS-2015-0006-0001 | Superseded FY 17 | Yes |
| Bureau of Resource Management | N1-059-10-012/2 | 1.3/020 and 040 | DAA-GRS-2015-0006-0003 and DAA-GRS-2015-0006- | | No - GRS 1.3/010 |

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|--|-------------------|--------------|------------------------|-------|--|
| Bureau of Resource Management | N1-059-10-012/3/A | 1.3/040 | DAA-GRS-2015-0006-0005 | | NO - This should remain the same since it the master repository until review is completed. |
| Bureau of Resource Management | N1-059-10-012/3/B | 1.3/020 | DAA-GRS-2015-0006-0003 | | Yes |
| Bureau of Resource Management | N1-059-10-012/5/A | 1.3/020 | DAA-GRS-2015-0006-0003 | | Yes |
| Bureau of Resource Management | N1-059-10-012/5/B | 1.3/020 | DAA-GRS-2015-0006-0003 | | Yes |
| Emergency Management (A/OEM)- Centralized Emergency Notification Systems (CENS) | N1-059-10-013 | 5.3/020 | DAA-GRS-2016-0004-0002 | | yes |
| Bureau of East Asian and Pacific Affairs, Office of Regional Security and Policy (EAP/RSP) | N1-059-10-014/2 | 1.2/020 | DAA-GRS-2013-0008-0001 | | yes |
| Bureau of Administration Office of Global Publishing Solutions | N1-059-10-017/4/A | 5.5/020 | DAA-GRS-2016-0012-0002 | | Retain agency number pending discussion with office of record |
| Bureau of Administration Office of Global Publishing Solutions | N1-059-10-017/4/B | 5.5/020 | DAA-GRS-2016-0012-0002 | | Retain agency number pending discussion with office of record |
| Bureau of Administration Office of Global Publishing Solutions | N1-059-10-017/4/C | 1.1/010 | DAA-GRS-2013-0003-0001 | | Retain agency number pending discussion with office of record |
| Bureau of Administration Office of Global Publishing Solutions | N1-059-10-017/5 | 1.1/010 | DAA-GRS-2013-0003-0001 | | Retain agency number pending discussion with office of record |
| Bureau of Administration Office of Global Publishing Solutions | N1-059-10-017/6/A | 5.5/020 | DAA-GRS-2016-0012-0002 | | Retain agency number pending discussion with office of record |
| Bureau of Administration Office of Global Publishing Solutions | N1-059-10-017/6/B | 5.5/020 | DAA-GRS-2016-0012-0002 | | Retain agency number pending discussion with office of record |
| Bureau of Administration Office of Global Publishing Solutions | N1-059-10-017/7 | 5.5/010 | DAA-GRS-2016-0012-0001 | | Retain agency number pending discussion with office of record |
| Bureau of Administration Office of Global Publishing Solutions | N1-059-10-017/8/A | 5.1/010 | DAA-GRS-2016-0016-0001 | | Retain agency number pending discussion with office of record |
| Bureau of Administration Office of Global Publishing Solutions | N1-059-10-017/8/B | 1.1/010 | DAA-GRS-2013-0003-0001 | | Retain agency number pending discussion with office of record |
| Bureau of Administration Office of Global Publishing Solutions | N1-059-10-017/9 | 5.5/020 | DAA-GRS-2016-0012-0002 | | Retain agency number pending discussion with office of record |
| Bureau of East Asian and Pacific Affairs, Office of Public Diplomacy (EAP/ PD) | N1-059-11-001/2 | 1.2/020 | DAA-GRS-2013-0008-0001 | | DAA-GRS-2013-0008-0007 (GRS 1.2, item 010) |
| Bureau of International Information Programs, Office of Web Management | N1-059-11-002 | 2.6/010 | DAA-GRS-2016-0014-0001 | | Yes |
| Bureau of Diplomatic Security Office of International Programs Directorate Office of Regional Directors (DS/IP/RD) | N1-059-11-003/4 | 3.1/001 | DAA-GRS-2016-0013-0002 | | No. GRS 5.1, Item 010 |
| Bureau of Diplomatic Security, Office of Protection | N1-059-11-011/1 | 1.1/010 | DAA-GRS-2013-0003-0001 | | Yes |

| Title | Schedule Number | GRS Citation | GRS Schedule | Notes | DOS Decision |
|---|------------------------|-----------------------------|--|-------|---|
| Bureau of Diplomatic Security, Counterintelligence Division | N1-059-11-013/2 | 5.6/140 and 5.6/150 | DAA-GRS-2017-0006-0019 and DAA-GRS-2017-0006- | | Yes. GRS 5.6, Item 150 |
| Bureau of Political-Military Affairs, Office of Weapons Removal and Abatement | N1-059-11-016/7 | 1.2/020 | DAA-GRS-2013-0008-0001 | | Yes |
| Real Estate Management System (REMS) | N1-059-87-011/1 | 5.4/010, 5.4/070, 5.4/071 | DAA-GRS-2016-0011-0001, DAA-GRS-2016-0011-0008, DAA-GRS-2016-0011-0009 | | Superseded by N1-059-08-16/8b |
| Commissary and Recreation Financial Statements | N1-059-87-012/1 | 1.1/010 | DAA-GRS-2013-0003-0001 | | Change to: 1.1/011 |
| Personnel From Side (PERFS) | N1-059-88-016/1 | 2.1/080 | DAA-GRS-2014-0002-0013 | | Superseded by N1-059-00-008/5a |
| Medical Services Records | N1-059-89-037/1/1/A/2 | 2.7/060 | DAA-GRS-2017-0010-0009 | | yes |
| Medical Services Records | N1-059-89-037/1/6 | 2.7/060 | DAA-GRS-2017-0010-0009 | | yes |
| Medical Services Records | N1-059-89-037/1/7 | 2.7/060 | DAA-GRS-2017-0010-0009 | | yes |
| Medical Services Records | N1-059-89-037/1/12/A/1 | 2.7/060 | DAA-GRS-2017-0010-0009 | | yes should be N1-059-89-37, item 11a1 |
| Medical Services Records | N1-059-89-037/1/12/A/2 | 2.7/060 | DAA-GRS-2017-0010-0009 | | |
| Medical Services Records | N1-059-89-037/1/12/B | 2.7/070 | DAA-GRS-2017-0010-0012 | | no should be DAA-GRS-2017-0010-0009 and N1-059-89-37, item 11a2 |
| Medical Services Records | N1-059-89-037/1/13/A | 2.7/060 | DAA-GRS-2017-0010-0009 | | yes should be N1-059-89-37, item 12a |
| Medical Services Records | N1-059-89-037/1/13/B | 2.7/070 | DAA-GRS-2017-0010-0012 | | yes should be N1-059-89-37, item 12b |
| Medical Services Records | N1-059-89-037/2/1 | 2.7/020 | DAA-GRS-2017-0010-0002 | | no - item obsolete NN-166-005, item 2 |
| Medical Services Records | N1-059-89-037/3/3 | 2.7/020 | DAA-GRS-2017-0010-0002 | | no - item obsolete NN-166-005, item 3 |
| Refugee Data Center (RDC) Records in New York | N1-059-89-040/6/A/1 | 5.2/020 | DAA-GRS-2017-0003-0002 | | Superseded by N1-059-08-03/3b |
| Office of Defense Relations and Security Assistance Program Files | N1-059-92-031/10 | 1.3/041 | DAA-GRS-2015-0006-0006 | | Yes |
| Arms Export Files | N1-059-92-032/1/A | 5.2/020 | DAA-GRS-2017-0003-0002 | | Yes |
| Arms Export Files | N1-059-92-032/3/B | 5.2/020 | DAA-GRS-2017-0003-0002 | | Obsolete |
| Arms Export Files | N1-059-92-032/8/B | 5.2/020 | DAA-GRS-2017-0003-0002 | | Obsolete |
| Arms Export Files | N1-059-92-032/9/B | 5.2/020 | DAA-GRS-2017-0003-0002 | | Obsolete |
| Arms Export Files | N1-059-92-032/12/C | 5.2/020 | DAA-GRS-2017-0003-0002 | | Obsolete |
| Assistant Secretary for Politico-Military Affairs Records | N1-059-92-040/2/B | 5.2/020 | DAA-GRS-2017-0003-0002 | | Obsolete |
| Assistant Secretary for Politico-Military Affairs Records | N1-059-92-040/8/B | 5.2/020 | DAA-GRS-2017-0003-0002 | | Obsolete |
| White House Liaison Records | N1-059-93-025/1 | 2.1/060 | DAA-GRS-2014-0002-0011 | | Change to 2.1/102 |
| White House Liaison Records | N1-059-93-025/5 | 2.1/060 | DAA-GRS-2014-0002-0011 | | Change to 2.1/102 |
| Personnel Management Files and Monthly Status Reports | N1-059-93-048/1 | 2.2/010 | DAA-GRS-2017-0007-0001 | | yes |
| Bureau of Inter-American Affairs Office of the Executive Director | N1-059-94-004/29/A? | | | | Delete per Marci 1/26/2021 |
| Bureau of Inter-American Affairs Office of the Executive Director | N1-059-94-004/29/C? | Schedule Only has Items 1-3 | | | Delete per Marci 1/26/2021 |
| Office of the Historian | N1-059-94-015/1/D/2 | 5.1/020 | DAA-GRS-2016-0016-0002 | | Superseded by N1-059-10-01, item 1f |

| Title | Schedule Number | GRS Citation | GRS Schedule | Notes | DOS Decision |
|---|----------------------|----------------------------|--|-------|---|
| Office of the Historian -Advisory Committee | N1-059-94-015/5/A | 6.2/010 | DAA-GRS-2015-0001-0001 | | Superseded by N1-059-10-01, item 6a |
| Office of the Historian | N1-059-94-015/5/B | 6.2/040 and 6.2/ | DAA-GRS-2015-0001-0004 and DAA-GRS-2015-0001- | | Superseded by N1-059-10-01, item 6b |
| Property Management Report of Excess Equipment Returned | N1-059-94-017 | 1.1/030 | DAA-GRS-2013-0003-0004 | | yes |
| Bureau of Diplomatic Security | N1-059-94-043/10 | 5.6/090 | DAA-GRS-2017-0006-0012 | | No. GRS 4.2, Item 032 |
| Bureau of Diplomatic Security | N1-059-94-043/105 | 1.2/020 and 1.1/ | DAA-GRS-2013-0008-0001 and DAA-GRS-2013-0003- 0001 | | Yes (DAA-0059-2011-0006-0003) |
| Bureau of Diplomatic Security | N1-059-94-043/25 | 5.3/010 | DAA-GRS-2016-0004-0001 | | Yes (N1-059-10-19, item 12) |
| Bureau of Diplomatic Security | N1-059-94-043/32/D/1 | 5.6/090 | DAA-GRS-2017-0006-0012 | | GRS 5.6, Item 100 |
| Bureau of Diplomatic Security | N1-059-94-043/32/D/2 | 5.6/010, 090, 110, 111, | DAA-GRS-2017-0006-0001, DAA-GRS-2017-0006-0012, DAA-GRS-2017-0006-0014, DAA-GRS-2017-0006-0015 | | GRS 5.6, Item 100 |
| Bureau of Diplomatic Security | N1-059-94-043/32/E | 5.6/040 | DAA-GRS-2017-0006-0004 | | GRS 5.6, Item 100 |
| Bureau of Diplomatic Security | N1-059-94-043/32/F | 5.6/080, 5.6/081 | DAA-GRS-2017-0006-0010, DAA-GRS-2017-0006-0011, DAA-GRS-2017-0006-0013, DAA-GRS-2016-0011-0011, DAA-GRS-2017-0006-0001 | | GRS 5.6, Item 100 |
| Bureau of Diplomatic Security | N1-059-94-043/32/G | 5.6/200 | DAA-GRS-2017-0006-0027 | | No. GRS 5.6, Item 100 |
| Bureau of Diplomatic Security | N1-059-94-043/35/A | 5.6/120 | DAA-GRS-2017-0006-0016 | | No. GRS 5.6, Item 130 |
| Bureau of Diplomatic Security | N1-059-94-043/35/B | 5.6/120 | DAA-GRS-2017-0006-0016 | | No. GRS 5.6, Item 010 |
| Bureau of Diplomatic Security | N1-059-94-043/36 | 5.6/010 | DAA-GRS-2017-0006-0001 | | Yes |
| Bureau of Diplomatic Security | N1-059-94-043/81/B/1 | 5.6/181 | DAA-GRS-2017-0006-0025 | | No. GRS 5.6, item 180 (N1-059-08-18, item 1a(4)) |
| Bureau of Diplomatic Security | N1-059-94-043/81/B/2 | 5.6/180 | DAA-GRS-2017-0006-0024 | | Yes (N1-059-08-18, item 1a(5)) |
| Bureau of Diplomatic Security | N1-059-94-043/81/C/1 | 5.6/181 | DAA-GRS-2017-0006-0025 | | No. Superseded by 'DAA-0059-2018-0003-0002 |
| Bureau of Diplomatic Security | N1-059-94-043/81/C/3 | 5.6/181 | DAA-GRS-2017-0006-0025 | | Yes (N1-059-08-18, item 1a(8)) |
| Bureau of Diplomatic Security | N1-059-94-043/81/D | 5.6/181 | DAA-GRS-2017-0006-0025 | | Obsolete |
| Bureau of Inter-American Affairs, Nicaragua, 1984-90 | N1-059-94-044/7 | 1.2/020 and 1.1/010 | and DAA-GRS-2013-0003- 0001 | | Agency schedule stands Permanent High dollar grant files |
| Bureau of Inter-American Affairs, Nicaragua, 1984-90 | N1-059-94-044/8 | 1.2/020 and 1.1/010 | and DAA-GRS-2013-0003- 0001 | | Agency schedule stands Permanent High dollar financial files |
| Office of UNESCO and Scientific Programs Education and Scientific Grant and Contribution Case Files | N1-059-95-001 | 1.2/020 and 1.1/010 | DAA-GRS-2013-0008-0001 and DAA-GRS-2013-0003- 0001 | | DAA-GRS-2013-0008-0006 (1.21 020) |
| Bureau of Administration Information Management | N1-059-95-004/24 | 4.2/030 | DAA-GRS-2019-0001-0002 | | yes |
| Overseas School Country Files | N1-059-95-005 | 1.2/020 and 1.1/010 | DAA-GRS-2013-0008-0001 and DAA-GRS-2013-0003- | | DAA-GRS-2013-0003-0001 (1.1/010) |
| Passport Services | N1-059-96-005/21/C/3 | 3.2/051 | DAA-GRS-2013-0006-0008 | | Yes |

| Title | Schedule Number | GRS Citation | GRS Schedule | Notes | DOS Decision |
|---|----------------------|--------------|------------------------|-------|---|
| Passport Services | N1-059-96-005/22/C/2 | 3.2/051 | DAA-GRS-2013-0006-0008 | | Yes |
| Bureau of Administration Property Management | N1-059-96-016/1/A | 5.4/010 | DAA-GRS-2016-0011-0001 | | yes |
| Bureau of Administration Property Management | N1-059-96-016/2 | 5.4/010 | DAA-GRS-2016-0011-0001 | | yes |
| Bureau of Administration Property Management | N1-059-96-016/3/A | 5.4/010 | DAA-GRS-2016-0011-0001 | | Change: DAA-GRS-2013-0003-0002 (1.1/011) |
| Bureau of Administration Property Management | N1-059-96-016/4/A | 5.4/010 | DAA-GRS-2016-0011-0001 | | yes |
| Bureau of Administration Property Management | N1-059-96-016/5 | 1.1/010 | DAA-GRS-2013-0003-0001 | | DAA-GRS-2016-0011-0001 (5.4/011) |
| International Merchant Purchase Authorization Card (I.M.P.A.C.) Files | N1-059-96-029/1 | 1.1/011 | DAA-GRS-2013-0003-0002 | | yes |
| Medical X-Ray Films | N1-059-97-019 | 2.7/070 | DAA-GRS-2017-0010-0012 | | yes |
| Bureau of Finance and Management Policy (FMP) Chief Financial Officer | N1-059-99-018/3/A | 6.2/010 | DAA-GRS-2015-0001-0001 | | yes |
| Bureau of Finance and Management Policy (FMP) Chief Financial Officer | N1-059-99-018/5/A | 6.2/010 | DAA-GRS-2015-0001-0001 | | yes |
| Credit Card Files Foreign Service Institute (FSI) | N1-059-99-022/1 | 1.1/010 | DAA-GRS-2013-0003-0001 | | yes |
| Office of Personnel, Personnel Statistics and Employee Reports | NC-059-75-007/1 | 2.2/010 | DAA-GRS-2017-0007-0001 | | yes |
| Office of Personnel, Personnel Statistics and Employee Reports | NC-059-75-007/2 | 2.2/010 | DAA-GRS-2017-0007-0001 | | no use GRS 2.2, Item 020 |
| Office of Personnel, Personnel Statistics and Employee Reports | NC-059-75-007/3 | 2.2/010 | DAA-GRS-2017-0007-0001 | | yes |
| Office of Personnel, Personnel Statistics and Employee Reports | NC-059-75-007/4 | 2.2/010 | DAA-GRS-2017-0007-0001 | | no use GRS 2.5, Item 010 |
| Office of Personnel, Personnel Statistics and Employee Reports | NC-059-75-007/5 | 2.2/010 | DAA-GRS-2017-0007-0001 | | No use DAA-GRS-2016-0014-0001 (GRS 2.6, Item 010) |
| Office of Personnel, Personnel Statistics and Employee Reports | NC-059-75-007/6 | 2.2/010 | DAA-GRS-2017-0007-0001 | | item obsolete |
| Office of Personnel, Personnel Statistics and Employee Reports | NC-059-75-007/7 | 2.2/010 | DAA-GRS-2017-0007-0001 | | yes |
| Office of Personnel, Personnel Statistics and Employee Reports | NC-059-75-007/8 | 2.2/010 | DAA-GRS-2017-0007-0001 | | item obsolete |
| Office of Personnel, Personnel Statistics and Employee Reports | NC-059-75-007/9 | 2.2/010 | DAA-GRS-2017-0007-0001 | | yes |
| Office of Personnel, Personnel Statistics and Employee Reports | NC-059-75-007/10 | 2.2/010 | DAA-GRS-2017-0007-0001 | | NonRecord - Reference Copy |
| Department of State Employee Campaigns and Incentives Branch | NC-059-75-008/1/A | 2.2/030 | DAA-GRS-2017-0007-0003 | | Superseded by N1-059-00-11/10a(1) |
| Department of State Employee Campaigns and Incentives Branch | NC-059-75-008/1/B | 2.2/030 | DAA-GRS-2017-0007-0003 | | yes |

| Title | Schedule Number | GRS Citation | GRS Schedule | Notes | DOS Decision |
|--|--------------------|------------------|---|-------|--|
| Department of State Employee Campaigns and Incentives Branch | NC-059-75-008/2 | 2.2/030 | DAA-GRS-2017-0007-0003 | | yes |
| Department of State Employee Campaigns and Incentives Branch | NC-059-75-008/4 | 2.2/030 | DAA-GRS-2017-0007-0003 | | obsolete |
| Department of State Employee Campaigns and Incentives Branch | NC-059-75-008/5 | 2.7/070 | DAA-GRS-2017-0010-0012 | | Obsolete |
| Department of State Employee Campaigns and Incentives Branch | NC-059-75-008/8 | 2.7/070, 2.7/080 | DAA-GRS-2017-0010-0012, DAA-GRS-2017-0010-0013 | | Obsolete |
| Foreign Service Mustang Program Files and Grievance Files | NC-059-75-009/2 | 2.3/060 | DAA-GRS-2018-0002-0006 | | GRS 2.1, Item 050/NC-059-75-09, Item 3 |
| Personnel and Applicant Security Clearance Case Files | NC-059-75-011/1 | 5.6/170, 5.6/171 | DAA-GRS-2017-0006-0022, DAA-GRS-2017-0006-0023, DAA-GRS-2017-0006-0024, DAA-GRS-2017-0006-0025 | | Yes |
| Personnel and Applicant Security Clearance Case Files | NC-059-75-011/2 | 5.6/170, 5.6/171 | DAA-GRS-2017-0006-0022, DAA-GRS-2017-0006-0023, DAA-GRS-2017-0006-0024, DAA-GRS-2017-0006-0025 | | Yes |
| Foreign Affairs Document and Reference Center Publications, Issuances and Regulations, and Organizational Charts | NC-059-75-014/1/B | 5.2/020 | DAA-GRS-2017-0003-0002 | | NonRecord - Reference copies |
| Foreign Affairs Document and Reference Center Publications, Issuances and Regulations, and Organizational Charts | NC-059-75-014/12/A | 1.3/041 | DAA-GRS-2015-0006-0006 | | yes |
| Foreign Affairs Document and Reference Center Publications, Issuances and Regulations, and Organizational Charts | NC-059-75-014/12/B | 2.2/080 | DAA-GRS-2017-0007-0012 | | Yes |
| Foreign Affairs Document and Reference Center Publications, Issuances and Regulations, and Organizational Charts | NC-059-75-014/12/C | 5.1/010 | DAA-GRS-2016-0016-0001 | | Yes |
| Foreign Affairs Document and Reference Center | NC-059-75-017/2 | 4.2/030 | DAA-GRS-2019-0001-0002 | | Superseded by N1-059-95-04/24 |
| Foreign Affairs Document and Reference Center | NC-059-75-017/3 | 4.1/020 | DAA-GRS-2013-0002-0007 | | yes |
| Foreign Affairs Document and Reference Center | NC-059-75-017/4 | 4.1/020 | DAA-GRS-2013-0002-0007 | | Yes |
| Foreign Affairs Document and Reference Center | NC-059-75-017/8 | 4.1/020 | DAA-GRS-2013-0002-0007 | | Yes |
| Foreign Affairs Document and Reference Center | NC-059-75-017/9/A | 4.1/020 | DAA-GRS-2013-0002-0007 | | yes |
| Foreign Affairs Document and Reference Center | NC-059-75-017/9/B | 4.1/020 | DAA-GRS-2013-0002-0007 | | yes |
| Foreign Affairs Document and Reference Center | NC-059-75-017/10 | 4.1/020 | DAA-GRS-2013-0002-0007 | | yes |

| Title | Schedule Number | GRS Citation | GRS Schedule | Notes | DOS Decision |
|---|-------------------|------------------|---|-------|--|
| Foreign Affairs Document and Reference Center | NC-059-75-017/11 | 4.1/020 | DAA-GRS-2013-0002-0007 | | yes |
| Foreign Affairs Document and Reference Center | NC-059-75-017/12 | 4.1/020 | DAA-GRS-2013-0002-0007 | | yes |
| Foreign Affairs Document and Reference Center | NC-059-75-017/13 | 4.1/020 | DAA-GRS-2013-0002-0007 | | yes |
| Medical X-Rays | NC-174-000122/1 | 2.7/070 | DAA-GRS-2017-0010-0012 | | yes |
| Medical Case Files; Records of Retired Case Files | NC1-059-76-12 | 2.7/070 | DAA-GRS-2017-0010-0012 | | item obsolete |
| Foreign Service Institute Language Laboratory | NC1-059-76-16/1 | 1.1/011 | DAA-GRS-2013-0003-0002 | | ok |
| International Visitors Program | NC1-059-77-08/1 | 1.2/020 | DAA-GRS-2013-0008-0001 | | yes |
| Bureau Work/Study Employee Files | NC1-059-77-15/1 | 2.2/110 | DAA-GRS-2017-0007-0016 | | Change to 2.1/120 |
| Freedom of Information Case Files | NC1-059-77-16/1 | 4.2/020 | DAA-GRS-2016-0002-0001 | | yes |
| Grievance and Suitability Files for Civil and Foreign Service Employees; Foreign Service Performance Evaluation Files; Administrative Clearances for Separation | NC1-059-77-18/2/A | 2.3/060 | DAA-GRS-2018-0002-0006 | | yes |
| Grievance and Suitability Files for Civil and Foreign Service Employees; Foreign Service Performance Evaluation Files; Administrative Clearances for Separation | NC1-059-77-18/2/B | 2.3/060 | DAA-GRS-2018-0002-0006 | | Yes |
| Privacy Act Requests Files | NC1-059-77-21/1 | 4.2/020 | DAA-GRS-2016-0002-0001 | | yes |
| Freedom of Information Act Request and Appeal Files | NC1-059-77-24/1 | 4.2/020 | DAA-GRS-2016-0002-0001 | | yes |
| Freedom of Information Act Request and Appeal Files | NC1-059-77-24/2 | 4.2/020 | DAA-GRS-2016-0002-0001 | | yes |
| Post Organization and Administration Records | NC1-059-77-26/8 | 1.3/020 | DAA-GRS-2015-0006-0002 | | 1.3/041 |
| Post Organization and Administration Records | NC1-059-77-26/9 | 1.3/020 | DAA-GRS-2015-0006-0002 | | 1.3/041 |
| Post Organization and Administration Records | NC1-059-77-26/10 | 1.3/020 | DAA-GRS-2015-0006-0002 | | (1.3, item 050) DAA-GRS-2015-0006-0007 |
| Post Organization and Administration Records | NC1-059-77-26/11 | 1.1/020 | DAA-GRS-2013-0003-0011 | | (1.3, item 050) DAA-GRS-2015-0006-0007 |
| Post Organization and Administration Records | NC1-059-77-26/12 | 1.1/011 | DAA-GRS-2013-0003-0002 | | DAA-GRS-2016-0013-0001 (1.1, item 001) |
| Personnel Security Cases | NC1-059-78-04/1 | 5.6/170, 5.6/171 | DAA-GRS-2017-0006-0022, DAA-GRS-2017-0006-0023, DAA-GRS-2017-0006-0024, DAA-GRS-2017-0006-0025 | | Obsolete (was superseded by N1-059-94-043, item 81d) |

| Title | Schedule Number | GRS Citation | GRS Schedule | Notes | DOS Decision |
|--|-------------------|---------------------|---|-------|--|
| Merit Promotion Announcement and Applicant Files | NC1-059-78-13/1 | 2.1/020, 2.1/050 | DAA-GRS-2014-0002-0002, DAA-GRS-2017-0011-0001 and DAA-GRS-2017-0011-0000 | | yes GRS 2.1, Item 050 |
| Congressional Committee Travel Abroad | NC1-059-78-14/1/A | 1.1/010 | DAA-GRS-2013-0003-0001 | | yes |
| Congressional Committee Travel Abroad | NC1-059-78-14/1/B | 1.1/001 | DAA-GRS-2016-0013-0001 | | yes |
| Office of Budget Allotment and Apportionment Controls | NC1-059-79-15/1 | 1.1/010 | DAA-GRS-2013-0003-0001 | | Superseded by N1-059-10-12, item 5a |
| Security Surveys of U.S. Government-Owned Facilities Abroad | NC1-059-80-03/1 | 5.6/080 and 5.6/081 | DAA-GRS-2017-0006-0010 and DAA-GRS-2017-0006-0000 | | Yes. GRS 5.6, Item 81 |
| Claims for Employee Compensation from Merit Promotion Announcement Files | NC1-059-80-06/1 | 2.4/100 | DAA-GRS-2016-0015-0012 | | yes |
| | NC1-059-80-15 | 2.1/020, 2.1/050 | DAA-GRS-2014-0002-0002, DAA-GRS-2017-0011-0001 and DAA-GRS-2017-0011-0000 | | yes GRS 2.1, Item 050 |
| Library of the Department of State | NC1-059-80-21/1/A | 4.4/010 | DAA-GRS-2015-0003-0001 | | Superseded by N1-059-95-04, item 30a |
| Library of the Department of State | NC1-059-80-21/1/B | 4.4/020 | DAA-GRS-2015-0003-0002 | | Superseded by N1-059-95-04, item 30b |
| Library of the Department of State | NC1-059-80-21/2 | 4.4/020 | DAA-GRS-2015-0003-0002 | | 4.4/010 DAA-GRS-2015-0003-0001 |
| Library of the Department of State | NC1-059-80-21/3 | 4.4/020 | DAA-GRS-2015-0003-0002 | | Superseded by N1-059-95-04, item 30b |
| Library of the Department of State | NC1-059-80-21/4 | 5.1/010 | DAA-GRS-2016-0016-0001 | | Superseded by N1-059-95-04, item 30b |
| Civil Service Upward Mobility Program Files | NC1-059-84-02/1 | 2.1/050 and 2.1/051 | DAA-GRS-2017-0011-0001 and DAA-GRS-2017-0011-0000 | | yes GRS 2.1, Item 051 |
| Budget and Finance Employee Fiscal Folder and Pay Cards | NN-173-000226/1 | 2.4/010, 2.2/050 | DAA-GRS-2019-0004-0001, DAA-GRS-2017-0007-0006 | | DAA-GRS-2016-0015-0004 (GRS 2.4, item 040) |
| Budget and Finance Employee Fiscal Folder and Pay Cards | NN-173-000226/2 | 2.4/010, 2.2/050 | DAA-GRS-2019-0004-0001, DAA-GRS-2017-0007-0006 | | DAA-GRS-2019-0004-0001 (2.4/010) |
| Medical Case Files | NN-173-000236/1 | 2.7/070 | DAA-GRS-2017-0010-0012 | | yes |
| Office of Budget and Finance International Travel File | NN-173-000335/1 | 1.1/010 | DAA-GRS-2013-0003-0001 | | yes |
| Special Assistant to the Secretary for Refugee and Migration Affairs | NC-174-000198/4/A | 1.1/011 | DAA-GRS-2013-0003-0002 | | DAA-GRS-2013-0003-0002 (1.1/010) |
| Special Assistant to the Secretary for Refugee and Migration Affairs | NC-174-000198/4/B | 1.1/011 | DAA-GRS-2013-0003-0002 | | yes |
| Special Assistant to the Secretary for Refugee and Migration Affairs | NC-174-000198/5 | 1.3/031, 1.3/041 | DAA-GRS-2015-0006-0004 and DAA-GRS-2015-0006-0000 | | Superseded by N1-059-95-23/1a |
| Special Assistant to the Secretary for Refugee and Migration Affairs | NC-174-000198/6 | 1.3/041 and 1.3/041 | DAA-GRS-2015-0006-0006 and DAA-GRS-2015-0006-0000 | | DAA-GRS-2015-0006-0006 (1.3/041) |
| Special Assistant to the Secretary for Refugee and Migration Affairs | NC-174-000198/7 | 1.1/020 | DAA-GRS-2013-0003-0011 | | yes |
| Special Assistant to the Secretary for Refugee and Migration Affairs | NC-174-000198/8/A | 1.1/011 | DAA-GRS-2013-0003-0002 | | yes |

| Title | Schedule Number | GRS Citation | GRS Schedule | Notes | DOS Decision |
|--|-------------------|---------------------|---|-------|---------------------------------|
| Special Assistant to the Secretary for Refugee and Migration Affairs | NC-174-000198/8/B | 1.1/011 | DAA-GRS-2013-0003-0002 | | yes |
| Special Assistant to the Secretary for Refugee and Migration Affairs | NC-174-000198/8/C | 1.2/020 and 1.1/011 | DAA-GRS-2013-0008-0001 and DAA-GRS-2013-0003-0002 | | DAA-GRS-2013-0003-0002 Item 011 |