INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-048-10-006

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

DAA-GRS-2013-0007-0006 supersedes item 3121.

Date Reported: N1-048-10-006

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE
## REQUEST FOR RECORDS DISPOSITION AUTHORITY

**TO** NATIONAL ARCHIVES & RECORDS ADMINISTRATION  
8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001

**FROM (Agency or establishment)**  
Department of the Interior

**2 MAJOR SUBDIVISION**  
Office of the Chief Information Officer

**3 MINOR SUBDIVISION**

**4 NAME OF PERSON WITH WHOM TO CONFER**  
Keith Holden

**4 TELEPHONE NUMBER**  
202-219-1563

**DATE**  
April 6, 2010

**7 ITEM NO**  
3121

**8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION**  
FOIA Annual Report to Congress  
(See Attachment for Description and Disposition)

**9 GRS OR SUPERSEDED JOB CITATION**

**10 ACTION TAKEN (NARA USE ONLY)**

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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 on the attached [page(s)] are not needed now 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is not required.

☑ is not required  ☐ is attached, or  ☐ has been requested

<table>
<thead>
<tr>
<th>DATE</th>
<th>SIGNATURE OF AGENCY REPRESENTATIVE</th>
<th>TITLE</th>
</tr>
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<tbody>
<tr>
<td>April 6, 2010</td>
<td>[Signature]</td>
<td>Office of the Secretary Records Officer</td>
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**STANDARD FORM 115 (REV 3-91)**

Prescribed by NARA 36 CFR 1228
SF 115 Supplementary Cover Sheet

Summary

This action establishes a new Office of the Secretary disposition schedule entitled

"3121 FOIA Annual Report to Congress."

This schedule includes one item previously unscheduled of the same name

Please direct questions regarding the scheduling of FOIA reports to
Ray J McInerney
Office of the Secretary FOIA Officer
NBC Information Management Division
202-565-1076

and

J Peter Langsdorf
NBC Information Management Division
202-513-0804

Reason for submission:

(1) This action provides for the disposition of temporary records maintained in the Office of Chief Information Officer that have been previously unscheduled

(2) This action incorporates the numbering pattern for the Office of the Secretary’s current records schedule
3121 – FOIA Annual Report to Congress. Files concern annual FOIA report to Congress and DOJ as required by the Freedom of Information Act. Files include official version of report with supporting documents, excluding drafts and working papers.

Disposition  Permanent  Cut off at end of fiscal year in which report is made. Transfer to NARA 10 years after cut-off