



**1220 - RECORDS AND INFORMATION MANAGEMENT  
GRS/BLM Combined Records Schedules**

**Schedule 18 - Security and Protective Services Records**

Item	Record Series Description	Disposition Authority
1-31	Reserved	
32	<b>FIRE MANAGEMENT FILES [9210].</b> Authority: 43 CFR 9210. Confidentiality: Non-public record category 3; passenger manifests are Privacy Act System Interior/LLM-8. Exclusions: Fire experience and qualifications files (Schedule 1/43); fire plans (Schedule 4/20); aircraft accident and use files (Schedule 10/10-11); and control burn and fire rehabilitation project files (Schedule 17/13).	
	a-f Reserved	
	g. Fire Dispatch Audio Tapes. Tapes including fire season dispatch activities and year-round flight following (required aircraft check-in for non point-to-point flights). Exclusions: Tapes which include flight following only (10/8). Tapes which include aircraft accidents (10/9). Tapes which include fire accidents/incidents (18/32).	TEMPORARY. Cutoff EOY. Destroy or erase/reuse 1 year after cutoff. If needed, tapes may be saved as reference copies (23/21) for training purposes. <b>Pending NARA Job N1-49-_____, 18/32g.</b>
	h. Electronic Versions of Fire Management Records. Created by electronic mail and word processing applications.	TEMPORARY. Delete when file copy is generated and added to a recordkeeping system or when no longer needed for reference or updating. <b>Pending NARA Job N1-49-_____, 18/32h.</b>

\* Corrected per Agency records manual and confirmed with agency by telephone, 1/27/00. *RAH*