Request for Records Disposition Authority

Records Schedule Number

DAA-0051-2015-0011

Schedule Status

Approved

Agency or Establishment

Office of Management and Budget

Record Group / Scheduling Group

Records of the Office of Management and Budget

Records Schedule applies to

Major Subdivsion

Major Subdivision

Office of Legislative Reference Division

Schedule Subject

Records of the Legislative Records Division

Internal agency concurrences will

be provided

No

Background Information

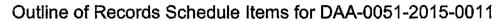
The Legislative Reference Division coordinates the articulation of the Administration's position on legislation by overseeing the review and clearance of the Administration's legislative proposals, testimony, and

statements on bills progressing through Congress.

Item Count

Number of Total Disposition Items			Number of Withdrawn Disposition Items
2	2	0	0

GAO Approval



Sequence Number	,
1	Legislative Information System Disposition Authority Number: DAA-0051-2015-0011-0001
2	Legislative Files Disposition Authority Number: DAA-0051-2015-0011-0002

Records Schedule Items

Sequence Nu	ımber
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Legislative Information System

Disposition Authority Number

DAA-0051-2015-0011-0001

This item contains documents created and carried out the support activities across OMB's legislative coordination and review responsibilities. Records include Legislative Referral Memorandum (LRMs), inter-agency review and clearance of materials prior to its submission to Congress, in accordance with OMB Circular A-19. Materials include summary information on Executive agency draft bills, Congressional-initiated bills, and miscellaneous legislation-related documents such as topical reports, questions and answers, and oversight testimony.

Final Disposition

Permanent

Item Status

Active

Is this item media neutral?

No

Explanation of limitation

Solely electronic.

Do any of the records covered by this item currently exist in electronic format(s) other than email and word processing?

No

Disposition Instruction

Cutoff Instruction

Cut-off at the end of the presidential administration

Transfer to the National Archives

for Accessioning

Transfer to the National Archives 15 year(s) after the

end of the presidential administration

Additional Information

What will be the date span of the initial transfer of records to the

From 2009 To 2017

National Archives?

How frequently will your agency

transfer these records to the

National Archives?

Unknown

2

Legislative Files

Disposition Authority Number

DAA-0051-2015-0011-0002

This item contains documents created and received in the conduct of LRD's responsibilities for coordination and clearance of legislation including, but not limited to, agency draft bills, Congressional testimony, agency comments, Statements of Administration Policy (SAPs), and enrolled bill memorandum (EBM).

Final Disposition

Permanent

Item Status

Active

Is this item media neutral?

No

Explanation of limitation

Solely electronic.

Do any of the records covered by this item currently exist in electronic format(s) other than email and word processing? No

Disposition Instruction

Cutoff Instruction

Cut-off at the end of the presidential administration

Transfer to the National Archives

for Accessioning

Transfer to the National Archives 15 year(s) after the

end of the presidential administration

Additional Information

What will be the date span of the initial transfer of records to the

National Archives?

From 2009 To 2017

How frequently will your agency transfer these records to the

National Archives?

Unknown



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	Ву	Title	Organization
11/17/2015	Certify	Falisa Peoples- Tittle	Organizational Mana ger	Management and Operations - Management and Operations
08/24/2016	Return for Revisio n	Andrea Shahmohammadi	Appraisal Archivist	National Archives and Records Administration - Electronic and Special Media Records Services Divi
02/24/2017	Submit For Certific ation	Amanda PaoneOMB	Records Manageme nt Coordinator	OMB - OA
02/27/2017	Certify	Falisa Peoples- Tittle	Organizational Mana ger	Management and Operations - Management and Operations
03/01/2017	Submit for Concur rence	Lisa Clavelli	Supervisor, ACNR A ppraisal Team 2	National Archives and Records Administration - Records Management Services
03/01/2017	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Serivces
03/01/2017	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Serivces
03/02/2017	Approve	David Ferriero	Archivist of the Unite d States	Office of the Archivist - Office of the Archivist