

Request for Records Disposition Authority

Records Schedule Number **DAA-0051-2021-0001**
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 **Agency-wide**
Schedule Subject **Trump Administration Political Appointee Work Folders**
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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0051-2021-0001

Sequence Number	
1	Trump Administration Political Appointee Work Folders (CLOSED) Disposition Authority Number: DAA-0051-2021-0001-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="345 380 1279 415">Trump Administration Political Appointee Work Folders (CLOSED)</p> <p data-bbox="345 432 1149 468">Disposition Authority Number DAA-0051-2021-0001-0001</p> <p data-bbox="345 489 1523 940">Records of political appointees located in “work folders” that are related to their official duties and actions in the Federal Records Act (FRA) agency components of the Trump Executive Office of the President (EOP). “Work folders” are primarily managed on shared or personal drives, and contain materials that meet the definition of a Federal record, relate to the specific programs of the component, and are related to mission-related activities. Political appointees in OMB are limited to: the individuals in positions that are required to be appointed by the President and confirmed by the Senate; individuals in positions that are required to be appointed by the President; non-career SES employees; employees in Schedule C of the excepted service; and any advisors, experts, consultants, or detailees whose service is subject to change with the Presidential transition. Positions filled by the standard competitive process and career excepted positions are NOT included.</p> <p data-bbox="345 961 922 997">Final Disposition Permanent</p> <p data-bbox="345 1018 849 1054">Item Status Active</p> <p data-bbox="345 1075 816 1110">Is this item media neutral? Yes</p> <p data-bbox="345 1131 800 1251">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 data-bbox="345 1287 659 1323">Disposition Instruction</p> <p data-bbox="345 1344 1304 1379">Cutoff Instruction Cutoff at the end of the administration.</p> <p data-bbox="345 1400 1466 1472">Transfer to the National Archives for Accessioning Transfer to the National Archives at the end of the administration.</p> <p data-bbox="345 1514 654 1549">Additional Information</p> <p data-bbox="345 1570 833 1606">First year of records accumulation 2017</p> <p data-bbox="345 1627 1044 1719">What will be the date span of the initial transfer of records to the National Archives? From 2017 To 2021</p> <p data-bbox="345 1740 1198 1833">How frequently will your agency transfer these records to the National Archives? Unknown This will be a one time transfer</p>

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
01/15/2021	Certify	Falisa Peoples-Tittle	Organizational Manager	Management and Operations - Management and Operations
02/03/2021	Submit for Concurrency	Andrea Shahmohammadi	Appraisal Archivist	National Archives and Records Administration - Records Management Office
02/08/2021	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
02/09/2021	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
02/10/2021	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist