

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-GRS-2018-0001

Status: APPROVED
Date Approved: 12/21/2017
Last Modified: 11/06/2024

General Information

Agency or Establishment	General Records Schedules (National Archives and Records Administration)
Record/Scheduling Group	GRS - General Records Schedules
Records Schedule Applies To	Government-wide All agencies except:
Schedule Subject	Addition to GENERAL RECORDS SCHEDULE 2.4: Employee Compensation and Benefits Records
Additional Schedule Information	Note: This schedule was modified after approval in ERA Base. If information regarding the modifications was created in ERA Base it will be found in the Revision Notes in NARA only attachments.
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	Predate requirement

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Item Count

Total number of disposition items: 1
Number of Temporary disposition items: 1
Number of Permanent disposition items: 0
Number of Items with Disposition Not Approved: 0
Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-GRS-2018-0001

Item #	Title	Disposition
0001	Phased-retirement employees' overtime documentation.	Temporary

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Records Schedule Items

DAA-GRS-2018-0001-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Phased-retirement employees' overtime documentation.	
Item Description	Records documenting ordering or permitting phased-retirement employees to work overtime.	
	Legal citation: 5 CFR 831.1715, section 4	
Is this item media neutral?	Yes	
Is this item a Big Bucket?		
MANUAL CITATION		
Agency Code	GRS 2.4, item 035	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Retention Period	Other: Destroy when 6 years old, but longer retention is authorized if required for business use.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?		
GAO Approval Required	No	

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Signatory Information

Action	User	Date
Approve	David Ferriero	12/21/2017