

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-GRS-87-015

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

## Description:

In Fiscal Year 2013, the GRS Team began a five year project to update and revise the General Records Schedules (GRS) under OMB/NARA M 12 18, Managing Government Records Directive. The old GRS was completely superseded.

See <https://www.archives.gov/records mgmt/grs> for the revised GRS, crosswalks, FAQs, tools, and other resources.

Date Reported: 4/2/2019

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

## REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO

N1-GRS-87-15

TO GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

DATE RECEIVED

6-10-87

1 FROM (Agency or establishment)

NOTIFICATION TO AGENCY

National Archives and Records Administration

2 MAJOR SUBDIVISION

Office of Records Administration

3 MINOR SUBDIVISION

Records Appraisal and Disposition Division

4 NAME OF PERSON WITH WHOM TO CONFER

5 TELEPHONE EXT

DATE

ARCHIVIST OF THE UNITED STATES

Jean E. Keeting

724-1457

8-26-87



6 CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of \_\_\_\_\_ page(s) are not now needed 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

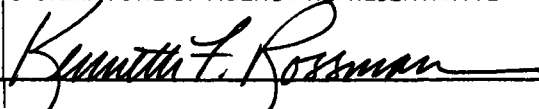
A GAO concurrence ☐ is attached, or ☒ is unnecessary

B DATE

C SIGNATURE OF AGENCY REPRESENTATIVE

D TITLE

6/10/87



Director, Records Appraisal

7  
ITEM  
NO8 DESCRIPTION OF ITEM  
(With Inclusive Dates or Retention Periods)9 GRS OR  
SUPERSEDED  
JOB  
CITATION10 ACTION  
TAKEN  
(NARS USE  
ONLY)

1.

Addition to General Records Schedule 16,  
Administrative Management Records:

15. IRM Triennial Review Files.

Reports required by the General Services Administration concerning reviews of information resources management (IRM) practices. Included are associated correspondence, studies, directives, feeder reports, and monitoring surveys and reports.

Destroy when 7 years old.

copies to GRS file, NNF, NUM,

NCF

8-28-87

NSN 7540-00-634-4064

TRT