

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-GRS-89-002

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

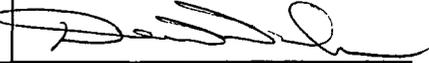
Description:

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 The old GRS was completely superseded.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

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REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO	<i>NI-GRS-89-2</i>
1 FROM (Agency or establishment) <u>National Archives and Records Administration</u>		DATE RECEIVED	<i>5/17/89</i>
2 MAJOR SUBDIVISION <u>Office of Records Administration</u>		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION <u>Records Appraisal and Disposition Division</u>		In accordance with the provisions of 44 USC 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
4 NAME OF PERSON WITH WHOM TO CONFER <u>John Fahisy</u>	5 TELEPHONE EXT <u>724-1493</u>	DATE <i>5/17/89</i>	ARCHIVIST OF THE UNITED STATES 
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 1 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 <i>5/16/89</i>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Jean E. Keeting</i>	D. TITLE <i>Acting</i> Director, Records Appraisal and Disposition Division
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7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
1	<p>Addition to General Records Schedule 14</p> <p>36. <u>Erroneous Release Files.</u></p> <p>Files relating to the inadvertent release of privileged information to unauthorized parties, containing information the disclosure of which would constitute an unwarranted invasion of personal privacy. Files contain requests for information, copies of replies thereto, and all related supporting documents, and may include the official file copy of records requested or copies thereof.</p> <p>a. Files that include the official file copy of the released records.</p> <p>Follow the disposition instructions approved for the related official file copy, or destroy 6 years after the erroneous release, whichever is later.</p> <p>b. Files that do not include the official file copy of the released records.</p> <p>Destroy 6 years after the erroneous release.</p>		