

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-GRS-81-11

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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 The old GRS was completely superseded.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: 4/15/2019

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Row NCD 24 Mar 81

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

**1 FROM (AGENCY OR ESTABLISHMENT)
NATIONAL ARCHIVES AND RECORDS SERVICE**

**2 MAJOR SUBDIVISION
OFFICE OF FEDERAL RECORDS CENTERS**

**3 MINOR SUBDIVISION
RECORDS DISPOSITION DIVISION**

4 NAME OF PERSON WITH WHOM TO CONFER

Debra W. Leahy

5 TEL EXT

724-1068

LEAVE BLANK

JOB NO

NCI-GRS-81-11

DATE RECEIVED

March 24, 1981

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request including amendments is approved except for items that may be stamped disposal not approved or withdrawn in column 10

4/10/81
Date

Robert H. Kay
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

☐ **A Request for immediate disposal**

☒ **B Request for disposal after a specified period of time or request for permanent retention**

C DATE <i>3/25/81</i>	D SIGNATURE OF AGENCY REPRESENTATIVE <i>Raymond A. Mader</i>	E TITLE Director Records Disposition Division
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1.	<p>Amendment to General Records Schedule 1, Civilian Personnel Records, item 7a(1)</p> <p>Position Classification Standards Files.</p> <p>(1) Standards and guidelines issued or reviewed by OPM and used to classify and evaluate positions within the agency.</p> <p>Destroy when superseded or obsolete</p>	GRS 1/7a(1)	
<p>Office of Personnel Management concurrence</p> <p><i>William L. Duff</i> <i>3/19/81</i></p> <p>Name and Title Date</p>			

*Closed Out: 4-14-81: K.T.D.
Copies to NCI Staff Members & Agency*