

Request for Records Disposition Authority

Records Schedule Number DAA-0025-2018-0001
 Schedule Status Approved

Agency or Establishment National Labor Relations Board
 Record Group / Scheduling Group Records of the National Labor Relations Board
 Records Schedule applies to Agency-wide
 Schedule Subject CCSLB Special Litigation Records
 Internal agency concurrences will be provided No

Background Information The documents in these files evidence the work performed by the Branch in matters which did not arise directly out of an Agency unfair labor practice or representation case, but which implicated the Agency's jurisdiction or authority over matters involving the National Labor Relations Act. These include preemption cases initiated by the Agency, cases in which the Branch considered intervening and/or did actually seek to intervene, the defense of litigation against the Agency not arising directly out of an unfair labor practice or representation case, and any special projects (such as rule, research; drafting of manuals, drafting of internal Agency memos) concerning matters assigned to be handled by the Branch.

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0025-2018-0001

Sequence Number	
1	Special Litigation non-Board files Disposition Authority Number: DAA-0025-2018-0001-0001

Records Schedule Items

Sequence Number					
1	<p>Special Litigation non-Board files</p> <p>Disposition Authority Number DAA-0025-2018-0001-0001</p> <p>Documents in these files evidence the work performed by the Branch in matters which did not arise directly out of an Agency unfair labor practice or representation case, but which implicated the Agency's jurisdiction or authority over matters involving the National Labor Relations Act. These include preemption cases initiated by the Agency, cases in which the Branch considered intervening and/or did actually seek to intervene, the defense of litigation against the Agency not arising directly out of an unfair labor practice or representation case, and any special projects (such as rulemaking, research, drafting of manuals, drafting of internal Agency memos) concerning matters assigned to be handled by the Branch.</p> <p>Final Disposition Permanent</p> <p>Item Status Active</p> <p>Is this item media neutral? No</p> <p>Explanation of limitation This schedule covers paper records not included in earlier schedules. Electronic versions are scheduled in DAA-0025-2017-0001.</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table> <p>Disposition Instruction</p> <p>If this item has multiple sections, indicate here records to which this section apply Non-electronic Textual Records</p> <p>Cutoff Instruction Cut off file at end of fiscal year</p> <p>Transfer to Inactive Storage Transfer to FRC 2 years after cutoff. Transfer to NARA 15 years after cutoff</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives 15 year(s) after Cutoff</p> <p>Additional Information</p>	Manual Citation	Manual Title		
Manual Citation	Manual Title				

First year of records accumulation 1980
End year of records accumulation 2016
What will be the date span of the initial transfer of records to the National Archives? From 1980 To 2004
How frequently will your agency transfer these records to the National Archives? Every 1 Years

	Estimated Current Volume	Annual Accumulation
Electronic/Digital		
Paper	32.0 Cubic feet	
Microform		
Hardcopy or Analog Special Media		

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
12/08/2017	Certify	Kenneth Williams	Records Officer	National Labor Relations Board - National Labor Relations Board
08/16/2018	Submit for Concurrence	David Weber	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
08/21/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
08/21/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
08/22/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist