

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-121-84-01

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

During a comprehensive rescheduling effort beginning in 2016 and culminating in 2019. All authorities on this schedule were superseded by this body of disposition authorities.

Office of General Counsel Records (269.2) DAA 0269 2016 0001
Budget, Finance, and Contractor Management Program Records (269.3) DAA 0269 2016 0004
Office of the Inspector General (269.4) DAA 0269 2015 0002
Civilian Board of Contract Appeals Program Records (269.5) DAA 0269 2016 0002
Professional Services To and With Other Agencies (269.6) DAA 0269 2016 0012
Internal Information Technology Services to GSA (269.7) DAA 0269 2016 0011
Program Management Records (269.11) DAA 0269 2016 0006
Communications Records (269.12) DAA 0269 2016 0007
Legislative and Congressional Affairs Records (269.13) DAA 0269 2016 0008
Audit Resolution Program Records (269.14) DAA 0269 2016 0003
Customer Service / Business Development Records (269.15) DAA 0269 2016 0013
Human Resources Program Records (269.16) DAA 0269 2016 0009
Security Records (269.17) DAA 0269 2016 0010
Public Building Service Records DAA 0121 2015 0001

Date Reported: 04/02/2019

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO <i>NCI-121-84-1</i>	
DATE RECEIVED <i>4-25-84</i>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date <i>5-17-84</i>	Archivist of the United States <i>[Signature]</i>

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

1 FROM (AGENCY OR ESTABLISHMENT)
General Services Administration

2 MAJOR SUBDIVISION
Public Buildings Service

3 MINOR SUBDIVISION
Appraisal Staff

4 NAME OF PERSON WITH WHOM TO CONFER
Gladys Franklin

5 TEL EXT
535-7974

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>4/19/84</i>	D SIGNATURE OF AGENCY REPRESENTATIVE <i>William W. Heibert</i>	E. TITLE Chief, Records and Forms Management Branch
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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
	<p><u>Property Appraisal Program Records</u></p> <p>Enclosed is the proposed revised disposition schedule for the Appraisal Case Files (30A15b). This schedule will be included in the GSA Records Maintenance and Disposition System (OAD P 1820.2) when this program section is updated.</p>	<i>NCI-121-79-1</i>	

Concurrence:

LB *Mech 4/19*

DRA *Heibert 4/19*

PRZ *Beuge 4/19*

1 item

MASS DATA CHANGE SHEET ATTACHED

Annoted page change sent to all ARC's -- 5/21/84 DMB

Agency sent 5-29-84

30A15. Appraisal case files. Documents accumulated as a result of appraisals made by GSA staff or by contract appraisers. Included are requests for appraisal estimates; proposals; notifications of acceptance of proposals; contracts and amendments; specifications; appraisal reports, supporting documents, and exhibits; analyses and reviews; and related records.

- a. Reports received by the Central Office for spot check only:
Cut off annually, destroy when 2 years old.
- b. Case files: Cut off at the end of fiscal year, hold 5 years, and retire to FRC. Destroy ~~after 15 additional years.~~ when 20 yrs old.

*DATE 4/30/64
see reference call
with Mr. Franklin. msk*