

Request for Records Disposition Authority

Records Schedule Number DAA-0255-2017-0008
Schedule Status Approved

Agency or Establishment National Aeronautics and Space Administration
Record Group / Scheduling Group Records of the National Aeronautics and Space Administration
Records Schedule applies to Agency-wide
Schedule Subject INDIVIDUAL NON-OCCUPATIONAL HEALTH RECORD FILES
Internal agency concurrences will be provided No

Background Information When approved, this item will become sub-item "3" under NASA Records Retention Schedule 1/127B, INDIVIDUAL NON-OCCUPATIONAL HEALTH RECORD CARDS/FILES."

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0255-2017-0008

Sequence Number

1

Visitors seeking use of NASA facilities

Disposition Authority Number: DAA-0255-2017-0008-0001

Records Schedule Items

Sequence Number						
1	Visitors seeking use of NASA facilities					
	Disposition Authority Number	DAA-0255-2017-0008-0001				
	Health and medical history information and records that contain results of physicals or medical assessment.					
	Final Disposition	Temporary				
	Item Status	Active				
	Is this item media neutral?	Yes				
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes				
	Do any of the records covered by this item exist as structured electronic data?	No				
	<table border="1" style="width: 100%;"> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> <tr> <td>NRRS 1441.1</td> <td>NASA Records Retention Schedules</td> </tr> </table>		Manual Citation	Manual Title	NRRS 1441.1	NASA Records Retention Schedules
Manual Citation	Manual Title					
NRRS 1441.1	NASA Records Retention Schedules					
	Disposition Instruction					
	Cutoff Instruction	Cutoff at end of calendar year				
	Retention Period	Destroy 7 year(s) after cutoff				
	Additional Information					
	GAO Approval	Not Required				

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
02/03/2017	Certify	Patti Stockman	NASA Records Officer	Headquarters - Office of the CIO
07/21/2017	Submit for Concurrence	John Hulmston	Senior Records Analyst	National Archives and Records Administration - ACRA
07/24/2017	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
07/24/2017	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
07/25/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist