

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-255-96-003

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Item 24A1 was superseded by N1-255-09-001 item 7/24A1.

Item 24A2 was superseded by N1-255-09-001 item 7/24A2.

Item 24A3 was superseded by DAA-GRS-2017-0003-0002 (GRS 5.2, item 020).

Item 24B1 was superseded by N1-255-09-001 item 7/24B1.

Item 24B2 was superseded by N1-255-09-001 item 7/24B2.

Item 24B3 was superseded by DAA-GRS-2017-0003-0002 (GRS 5.2, item 020).

Item 24C was superseded by N1-255-09-001 item 7/24C.

ITEM**DESCRIPTION OF RECORD SERIES****MINIMUM RETENTION**

24

[7830]

RESOURCES AUTHORITY WARRANTS (506s)

Agency authorizations to utilize a stated amount of resources available to program and administrative offices (funds and/or personnel complement) for the execution of approved NASA Projects and activities (includes 506s original and sub-authorities).

A. HEADQUARTERS (OPR)**1. FISCAL YEAR ACCOUNTS (Recordkeeping Copy)**

CLOSE THE ACCOUNT AT THE END OF THE FIFTH FISCAL YEAR AFTER THE PERIOD OF AVAILABILITY FOR OBLIGATION ENDS. RECORDS MAY BE RETIRED TO AN FRC OR APPROVED STORAGE FACILITY ONE YEAR AFTER ACCOUNT CLOSES. DESTROY 5 YEARS AFTER FISCAL YEAR IN WHICH ACCOUNT(S) IS CLOSED.

2. NO YEAR ACCOUNTS (Recordkeeping Copy)

Note: Close Account if (1) the head of the agency or the President determines that the purposes for which the appropriation was made have been carried out; and (2) no disbursement has been made against the appropriation for two consecutive fiscal years.

RECORDS MAY BE RETIRED TO AN FRC OR APPROVED STORAGE FACILITY ONE YEAR AFTER FISCAL YEAR IN WHICH ACCOUNT(S) IS CLOSED. DESTROY RECORDS 5 YEARS AFTER FISCAL YEAR IN WHICH ACCOUNT(S) IS CLOSED.

3. Electronic copies created on electronic mail and word processing systems.

DELETE AFTER RECORDKEEPING COPY HAS BEEN PRODUCED.

B. FIELD INSTALLATIONS (OPR)**1. FISCAL YEAR ACCOUNTS (Recordkeeping Copy)**

CLOSE THE ACCOUNT AT THE END OF THE FIFTH FISCAL YEAR AFTER THE PERIOD OF AVAILABILITY FOR OBLIGATION ENDS. RECORDS MAY BE RETIRED TO AN FRC OR APPROVED STORAGE FACILITY ONE YEAR AFTER ACCOUNT CLOSES. DESTROY 3 YEARS AFTER FISCAL YEAR IN WHICH ACCOUNT(S) IS CLOSED.

2. NO YEAR ACCOUNTS (Recordkeeping Copy)

Note: Close Account if (1) the head of the agency or the President determines that the purposes for which the appropriation was made have been carried out; and (2) no disbursement has been made against the appropriation for two consecutive fiscal years

RECORDS MAY BE RETIRED TO AN FRC OR APPROVED STORAGE FACILITY ONE YEAR AFTER FISCAL YEAR IN WHICH ACCOUNT(S) IS CLOSED. DESTROY RECORDS 3 YEARS AFTER FISCAL YEAR IN WHICH ACCOUNT(S) IS CLOSED.

3. Electronic copies created on electronic mail and wordprocessing systems.

DELETE AFTER
RECORDKEEPING COPY HAS
BEEN PRODUCED.

C. ALL OTHER OFFICES/COPIES

DESTROY WHEN NO LONGER
NEEDED FOR REFERENCE OR
WHEN 1 YEAR OLD,
WHICHEVER IS LATER. NOT
AUTHORIZED FOR TRANSFER
TO AN FRC.

ITEM

[UFI #]

DESCRIPTION OF RECORD SERIES

MINIMUM RETENTION

~~3 LEGAL OPINION/ADVICE FILES~~

~~Documents reflecting legal opinions/advice, or legal research memos, incident to the interpretation of statutes (ethics), regulations, and other legal matters concerning NASA. This record series can, or may, include legal opinions or client advice.~~

~~A. PAPER DOCUMENTS~~

~~B. ELECTRONIC MEDIA - Headquarters Only, Office of General Counsel~~

~~RETIRE TO FRC WHEN NO LONGER NEEDED FOR REFERENCE. DESTROY WHEN 50 YEARS OLD.~~

~~<DA: N1-255-97-XX>~~

~~MAINTAIN ELECTRONIC MEDIA DATABASE UNTIL NO LONGER NEEDED FOR REFERENCE.. DESTROY PAPER COPIES OF ELECTRONIC VERSION IMMEDIATELY.~~

~~<DA: N1-255-97-XX>~~

Withdrawn by agency.