

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-362-88-002

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Item 1 was superseded by N1-490-11-001, which was subsequently superseded by DAA-0490-2018-0004.

Date Reported: 05/31/2022

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

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

JOB NO
NI-362-88-2

DATE RECEIVED
10-21-87

1. FROM (Agency or establishment)

Peace Corps

NOTIFICATION TO AGENCY

2 MAJOR SUBDIVISION

Office of the Associate Director for Management

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

3 MINOR SUBDIVISION

Office of Administrative Services

4 NAME OF PERSON WITH WHOM TO CONFER

John von Reyn

5 TELEPHONE EXT

254-6020

DATE

10/21/87

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, and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE

10/20/87

C SIGNATURE OF AGENCY REPRESENTATIVE



John M. von Reyn

D TITLE

Chief, Paperwork and Records Management Branch

7
ITEM
NO

1.

8 DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

Volunteer Description of Service (DOS)

The DOS is a one-to-two page document completed by each Volunteer prior to their completion of service and is maintained at Peace Corps Headquarters. It is used to verify the training and service of Peace Corps Volunteers and their Federal employment tenure benefits.

VOLUME: 1 cubic foot per year (paper)

SECURITY: Store in a locked room.

ARRANGEMENT: Alphabetical by last name

DISPOSITION: Hold for 1 year after the Volunteer's completion of service and microfiche.

a. Paper copy. - Destroy after verification with microfiche.

b. Microfiche copy. - Destroy 60 years after completion of service date.

9 GRS OR
SUPERSEDED
JOB
CITATION

none

10 ACTION
TAKEN
(NARS USE
ONLY)