INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-362-84-01

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

SF-7, Service Record Card, was made obsolete in 1994. None of these records should still survive at Peace Corps, so this schedule is obsolete.

Date Reported: 05/31/2022
REQUEST FOR RECORDS DISPOSITION AUTHORITY  
(See Instructions on reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT) 
Peace Corps M/AS/G/PRM Room P-314

2. MAJOR SUBDIVISION 
Associate Director for Management

3. MINOR SUBDIVISION 
Office of Personnel Management

4. NAME OF PERSON WITH WHOM TO CONFER 
Genoa Million

5. TEL. EXT. 
254-6020

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 ___ 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.

<table>
<thead>
<tr>
<th>C. DATE</th>
<th>D. SIGNATURE OF AGENCY REPRESENTATIVE</th>
<th>E. TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/11/84</td>
<td>Genoa Million</td>
<td>Chief, Paperwork and Records Management Branch, M/AS/G/PRM</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>7. ITEM NO.</th>
<th>8. DESCRIPTION OF ITEM</th>
<th>9. SAMPLE OR JOB NO.</th>
<th>10. ACTION TAKEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Service Record Card, SF-7. Request for exception to GRS 1.2.b.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The SF-7 cards are maintained during an individual's employment and are retained for six years after having served under a Section 7 (a)(2) Peace Corps appointing authority. These records are used as a quick reference to determine and verify time eligibility for rehire by Peace Corps. The Peace Corps Act prohibits the appointment of a former Section 7 (a)(2) appointee before the expiration of time equal to the time served under the prior appointment. Section 7 (a)(2) appointments can be given for periods up to six years.

The SF-7 records are reviewed annually for the removal and destruction of inactive records with dates six or more years old.

**DISPOSITION:** Do not retire to FRC. Review file annually and destroy inactive cards that are six or more years old.

Added in accordance with telephone conversation 10/15/84 between John von Reay (Peace Corps) & Robert Strom (NARS).