

WITHDRAWN-RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0412-2011-0003

Request for Records Disposition Authority

Records Schedule Number DAA-0412-2011-0003
Schedule Status Returned Without Action

Agency or Establishment Environmental Protection Agency
Record Group / Scheduling Group Records of the Environmental Protection Agency
Records Schedule applies to Agency-wide
Schedule Subject Gulf Coast Ecosystem Restoration Task Force - Test
Internal agency concurrences will be provided No

Background Information Includes records, regardless of physical form or characteristics, created by the Gulf Coast Ecosystem Restoration Task Force. Such records include, but are not limited to, paper, film, or electronic records. The Task Force was created by Executive Order 13554 of October 5, 2010 to coordinate intergovernmental responsibilities, planning, and exchange of information so as to better implement Gulf Coast ecosystem restoration and to facilitate accountability and support throughout the restoration process.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	2

GAO Approval

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Outline of Records Schedule Items for DAA-0412-2011-0003

Sequence Number	
1	Files documenting the Task Force's establishment, membership, policy, organization, deliberations, findings, and recommendations. Disposition Authority Number: DAA-0412-2011-0003-0001
2	Files that relate to day-to-day Task Force activities, and/or do not contain unique information of historical value Disposition Authority Number: DAA-0412-2011-0003-0002

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Records Schedule Items

Sequence Number											
1	<p>Files documenting the Task Force's establishment, membership, policy, organization, deliberations, findings, and recommendations.</p> <p>Disposition Authority Number DAA-0412-2011-0003-0001</p> <p>If a charter is created for the Task Force, the original charter, any renewal and amended charters. Organization charts, functional statements, directives or memorandums to staff concerning their responsibilities, and other materials that document the organization and functions of the Task Force.</p> <p>Final Disposition Permanent</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Unknown</p> <p>Transfer to Inactive Storage Unknown</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives upon termination of the Task Force.</p> <p>Additional Information</p> <p>First year of records accumulation 2011</p> <p>What will be the date span of the initial transfer of records to the National Archives? Unknown Unknown</p> <p>How frequently will your agency transfer these records to the National Archives? Unknown Unknown</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%;"></th> <th style="width: 25%;">Estimated Current Volume</th> <th style="width: 30%;">Annual Accumulation</th> </tr> </thead> <tbody> <tr> <td>Electronic/Digital</td> <td></td> <td></td> </tr> <tr> <td>Paper</td> <td>10.0 Cubic feet</td> <td>10.0 Cubic feet</td> </tr> </tbody> </table>			Estimated Current Volume	Annual Accumulation	Electronic/Digital			Paper	10.0 Cubic feet	10.0 Cubic feet
	Estimated Current Volume	Annual Accumulation									
Electronic/Digital											
Paper	10.0 Cubic feet	10.0 Cubic feet									

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Microform		
Hardcopy or Analog Special Media		

2

Files that relate to day-to-day Task Force activities, and/or do not contain unique information of historical value

Disposition Authority Number DAA-0412-2011-0003-0002

Correspondence, reference and working files of Task Force staff, excluding files covered by previous item.

Final Disposition Temporary

Item Status Withdrawn

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? No

Disposition Instruction

Cutoff Instruction Unknown

Transfer to Inactive Storage Unknown

Retention Period Destroy when 3 years old.

Additional Information

GAO Approval Not Required

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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
06/17/2011	Certify	John Ellis	Agency Records Officer	Office of Environmental Information - Office of Information Collection
08/02/2016	Return Without Action	Kate Flaherty	Appraiser	National Archives and Records Administration - Records Management Services

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