

### Request for Records Disposition Authority

Records Schedule Number      DAA-0490-2017-0001  
Schedule Status                  Approved  
  
Agency or Establishment        Peace Corps  
Record Group / Scheduling Group   Records of the Peace Corps  
Records Schedule applies to    Major Subdivision  
Major Subdivision                Office of Global Operations  
Minor Subdivision                Office of Staging and Pre-Departure  
Schedule Subject                 Staging Project Files  
Internal agency concurrences will be provided      No

Background Information

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0490-2017-0001

Sequence Number
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1
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Staging Project Files
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Disposition Authority Number: DAA-0490-2017-0001-0001
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## Records Schedule Items

Sequence Number	
1	<p data-bbox="370 417 651 449"><b>Staging Project Files</b></p> <p data-bbox="370 470 1146 502">Disposition Authority Number      <b>DAA-0490-2017-0001-0001</b></p> <p data-bbox="370 523 1435 629"><b>Records which document trainee orientations and staging events. Includes invitations, reporting instructions, roster of participants, names of trainers, and information provided to trainees.</b></p> <p data-bbox="370 651 922 683">Final Disposition                      <b>Temporary</b></p> <p data-bbox="370 704 857 736">Item Status                                <b>Active</b></p> <p data-bbox="370 757 824 789">Is this item media neutral?            <b>Yes</b></p> <p data-bbox="370 810 813 927">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?        <b>No</b></p> <p data-bbox="370 949 1008 1012">GRS or Superseded Authority Citation      <b>N1-490-91-1 / 17 N1-490-91-1 / 18</b></p> <p data-bbox="370 1055 675 1087"><b>Disposition Instruction</b></p> <p data-bbox="370 1108 1247 1140">Cutoff Instruction                        <b>Cut off at the end of the fiscal year.</b></p> <p data-bbox="370 1161 1170 1193">Retention Period                         <b>Destroy 3 year(s) after cutoff.</b></p> <p data-bbox="370 1236 675 1268"><b>Additional Information</b></p> <p data-bbox="370 1289 954 1321">GAO Approval                              <b>Not Required</b></p>

## 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
10/14/2016	Certify	Valery Garrett	Records Management officer	Peace Corps - Peace Corps
03/22/2017	Submit for Concurrence	Lisa Clavelli	Supervisor, ACNR Appraisal Team 2	National Archives and Records Administration - Records Management Services
03/23/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/23/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/27/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist