

Request for Records Disposition Authority

Records Schedule Number DAA-0490-2017-0006
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 Director
Minor Subdivision Let Girls Learn Program
Schedule Subject Let Girls Learn Program Records
Internal agency concurrences will be provided No

Background Information Let Girls Learn is a collaboration between the Department of State, U.S. Agency for International Development, U.S. Department of Labor, U.S. Department of Agriculture, Millennium Challenge Corporation, U.S. President's Emergency Plan Fund for AIDS Relief (PEPFAR), and Peace Corps to expand access to education for adolescent girls around the world, train local teachers to encourage girls, improve infrastructure, empower local leaders, and create solutions to the girls education challenge.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	1	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0490-2017-0006

Sequence Number	
1	Let Girls Learn Records - Significant Disposition Authority Number: DAA-0490-2017-0006-0001
2	Let Girls Learn Records / Administrative Disposition Authority Number: DAA-0490-2017-0006-0002

Microform		
Hardcopy or Analog Special Media		

2

Let Girls Learn Records / Administrative

Disposition Authority Number **DAA-0490-2017-0006-0002**

All records not included in Let Girls Learn (LGL) Records - Significant. Includes administrative and program support documents, routine correspondence, weekly updates, and staff meeting agendas that facilitate the day-to-day operations of the program.

Final Disposition **Temporary**

Item Status **Active**

Is this item media neutral? **No**

Explanation of limitation **All records are electronic.**

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? **Yes**

Do any of the records covered by this item exist as structured electronic data? **No**

Disposition Instruction

Cutoff Instruction **Cut off at the end of the calendar year or when program ends.**

Retention Period **Destroy 6 year(s) after cutoff.**

Additional Information

GAO Approval **Not Required**

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
04/19/2017	Certify	Valery Garrett	Records Management officer	Peace Corps - Peace Corps
08/21/2017	Return for Revision	Darryl Byrd	Appraisal Archivist	National Archives and Records Administration - Records Management Services
08/21/2017	Submit For Certification	Valery Garrett	Records Management officer	Peace Corps - Peace Corps
08/21/2017	Certify	Valery Garrett	Records Management officer	Peace Corps - Peace Corps
10/17/2017	Submit for Concurrence.	Darryl Byrd	Appraisal Archivist	National Archives and Records Administration - Records Management Services
10/24/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
10/24/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
10/25/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist