

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0490-2017-0009

Status: INACTIVE
Date Approved: 08/17/2018

Item Count

Total number of disposition items: 2

Number of Temporary disposition items: 1

Number of Permanent disposition items: 1

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 2

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Outline of Records Schedule Items for DAA-0490-2017-0009

Item #	Title	Disposition
0001	Associate Director Records - Significant	Permanent
0002	Associate Director Records - Administrative	Temporary

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Records Schedule Items

DAA-0490-2017-0009-0001	STATUS: INACTIVE - NOT FOR USE
ITEM GENERAL INFORMATION	
Item Title	Associate Director Records - Significant
Item Description	Records relating to the management and direction of the Volunteer Recruitment and Selection program. May include Agency-wide recruitment strategies, decision memos, presentations to senior management, senior staff survey reports, and Volunteer Delivery System Steering Committee charter, meeting minutes, statistical analyses and evaluations of applicant recruitment, assessment, and assignment data.
Is this item media neutral?	Yes
Is this item a Big Bucket?	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
DO NOT USE. This item is inactive because it was superseded by New Disposition Authority Number: DAA-0490-2021-0003-0001 on 10/02/2023.	
Final Disposition	Permanent
Cutoff Instructions	Other: Cut off at the end of the calendar year.
Are there multiple instructions for this item?	No
Transfer Instruction	Other: Transfer records to NARA 15 years after cutoff.
ADDITIONAL INFORMATION	
Current Records Format	Base Migration: Base Migration
Approximate first year of records covered by this authority	2010
Are any of the records covered by this item subject to a FOIA exemption?	

DAA-0490-2017-0009-0002	STATUS: INACTIVE - NOT FOR USE
ITEM GENERAL INFORMATION	
Item Title	Associate Director Records - Administrative

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Item Description	Records relating to the Volunteer Recruitment and Selection administrative and program support activities. May include routine correspondence, guidance documents, administrative reports, marketing plans, and monthly updates.
Is this item media neutral?	Yes
Is this item a Big Bucket?	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
DO NOT USE. This item is inactive because it was superseded by New Disposition Authority Number: DAA-0490-2021-0003-0002 on 10/02/2023.	
Final Disposition	Temporary
Cutoff Instructions	Other: Cut off at the end of the calendar year.
Retention Period	Destroy 6 year(s) after cutoff.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	
GAO Approval Required	No

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Signatory Information

Action	User	Date
Accept	Data Migration	09/19/2017
Approve	David Ferriero	08/17/2018