

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER <i>N1-490-01-1</i>	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>6/14/2001</i>	
1. FROM (Agency or establishment) Peace Corps		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Management/Information Resource Management		In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Year 2000 Working Group			
4. NAME OF PERSON WITH WHOM TO CONFER Mary T. Saucier	5. 202-692-1125	DATE <i>9-18-01</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Carl</i>
5. 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 on the attached <u>1</u> page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,  <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>6-13-2001</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Mary Saucier</i>		TITLE RECORDS MANAGEMENT OFFICER
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Records of Year 2000 (Y2K) Planning and Implementation.  (See attached).		

## **Records of Year 2000 (Y2K) Planning and Implementation**

### **1. Y2K Policy and Planning Records**

Records of the Y2K Working Group. Reports to the Office of Management and Budget, risk assessments, contingency plans, country status reports, surveys, meeting minutes, correspondence and memos.

Disposition: Close at completion of project. Send to FRC. Destroy 7 years after close of project.

### **2. Y2K Country Reports**

Records of Overseas Country Posts related to Y2K compliance. Surveys, equipment lists, sector status information reports, and correspondence.

Disposition: Close at completion of project. Send to FRC. Destroy 3 years after close of project.

### **3. Y2K Working Group Chronological Files**

Chronological files of the Y2K Working Group from January 1998 through January 2000.

Disposition: Close at completion of project. Send to FRC. Destroy 3 years after close of project.

### **4. Electronic mail and word processing copies**

Electronic copies of documents created on electronic mail and word processing systems and used solely to generate a recordkeeping copy of the records covered by the other items in this schedule.

Disposition: Destroy after recordkeeping copy is produced and filed in the appropriate recordkeeping system.