

# WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0287-2019-0001

## Request for Records Disposition Authority

Records Schedule Number DAA-0287-2019-0001  
Schedule Status Returned Without Action

Agency or Establishment Government Printing Office  
Record Group / Scheduling Group Publications of the U.S. Government  
Records Schedule applies to Department-wide  
Schedule Subject Catalog of U.S. Government Publications (CGP) of the Federal Depository Library Program (FDLP) and Cataloging and Indexing Program (C&I)

Internal agency concurrences will be provided No

### Background Information

Administrative history: The U.S. Government Publishing Office (GPO) began operations with Congressional Joint Resolution 25 of June 23, 1860. The GPO prints, binds, and distributes Government publications, forms, and blank books, as outlined and defined in the Act of October 22, 1968, as amended (82 Stat. 1238; 44 U.S.C. 101 et seq.). The operations of the Superintendent of Documents and the Library Division both were authorized under the Printing Act of 1895 (also included in 44 U.S.C. 101 et seq.). As stated in 44 U.S.C. 1902, the Superintendent of Documents is responsible for administering the Federal Depository Library Program (FDLP), and is responsible for Cataloging and Indexing (C&I) (44 U.S.C. 1710-1711). Information products from the Federal Government are disseminated to these nationwide libraries that, in turn, ensure the American public has free access to the materials, both in print and online. These information products are cataloged and made available to the public online in the Catalog of U.S. Government Publications (CGP).

### 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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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	3

### GAO Approval

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## Outline of Records Schedule Items for DAA-0287-2019-0001

Sequence Number	
1	Catalog of U.S. Government Publications (CGP) of the Federal Depository Library Program (FDLP) and Cataloging and Indexing Program (C&I) Disposition Authority Number: DAA-0287-2019-0001-0001
2	GPO System of Online Access Disposition Authority Number: DAA-0287-2019-0001-0002
3	Hand Verified Congressional Serial Set Disposition Authority Number: DAA-0287-2019-0001-0003

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Records Schedule: DAA-0287-2019-0001

## Records Schedule Items

Sequence Number	
1	<p>Catalog of U.S. Government Publications (CGP) of the Federal Depository Library Program (FDLP) and Cataloging and Indexing Program (C&amp;I)</p> <p>Disposition Authority Number      DAA-0287-2019-0001-0001</p> <p>ITEM ONE description: PUBLICATIONS: Includes one copy of every document issued or published by the Director of the U.S. Government Publishing Office and the head of each executive department, independent agency, and establishment of the Government, and is catalogued and made accessible in the online Catalog of U.S. Government Publications (CGP), as prescribed in Title 44, 1903, United States Code. ITEM TWO description: OTHER ASSOCIATED ELECTRONIC FILES INCLUDE: (1). All electronic files that populate and make up the GPO's CGP. (2) FDLP Web Archive files: As stated in 44 U.S.C. 1902 agencies must provide the Superintendent of Documents a list of publications it issued during the previous month, that were obtained from sources other than the Government Publishing Office. Due to the nature of agency practice of publishing directly to their own websites, and not fulfilling the aforesaid statute, the GPO is now using web archiving as a means of collecting these government information products to provide access to the public. The files are in WARC format and stored at the Internet Archive.</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?      Yes</p> <p>Do any of the records covered by this item exist as structured electronic data?                      Yes</p> <p>GRS or Superseded Authority Citation      N1-0287-88-1</p> <p><b>Disposition Instruction</b></p> <p>If this item has multiple sections, indicate here records to which this section apply      Electronic Records</p> <p>Cutoff Instruction                      Cutoff at the end of the calendar year.</p> <p>Transfer to Inactive Storage              Transfer directly to the National Archives</p>

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Transfer Electronic Records to the National Archives for Pre-Accessioning

Transfer electronic records to the National Archives for pre-accessioning immediately after cutoff

Transfer to the National Archives for Accessioning

Transfer to the National Archives immediately after cutoff

## Additional Information

What will be the date span of the initial transfer of records to the National Archives?

From 2018 To 2018

How frequently will your agency transfer these records to the National Archives?

Every 1 Years

## Disposition Instruction

If this item has multiple sections, indicate here records to which this section apply

Electronic Records

Transfer to the National Archives for Accessioning

Transfer to NARA's legal custody in accordance with the provisions of the final MOU dated August 12, 2003, and the approved SF 258, Agreement to Transfer Records to the National Archives of the United States

## Additional Information

What will be the date span of the initial transfer of records to the National Archives?

Unknown

Transfer to NARA's legal custody in accordance with the provisions of the final MOU dated August 12, 2003, and the approved SF 258, Agreement to Transfer Records to the National Archives of the United States

How frequently will your agency transfer these records to the National Archives?

Unknown

Transfer to NARA's legal custody in accordance with the provisions of the final MOU dated August 12, 2003, and the approved SF 258, Agreement to Transfer Records to the National Archives of the United States

## GPO System of Online Access

Disposition Authority Number

DAA-0287-2019-0001a0002

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Electronic publications and all other records maintained on the Government Publishing Office's (GPO) system of online access to electronic information of all three branches of the Federal government. As authorized in 44 U.S.C. 4101, this content includes the online versions of the Congressional Record, the Federal Register, and other appropriate publications distributed by the Superintendent of Documents, and any other approved content that is requested by the head of a department or agency. The records are designated as part of National Archives and Records Administration (NARA) Record Group 287, Publications of the U.S. Government, Records of the Government Publishing Office, in accordance with the attached Memorandum of Understanding (MOU) between the U.S. Government Publishing Office and the National Archives and Records Administration dated August 12, 2003, which provides for the deposit of the records outside of the physical custody of NARA. This MOU described the content on GPO Access. An amendment to the MOU was signed October 15, 2012, updating the agreement to encompass the content in Federal Digital System (FDsys). The records hereby encompass all content on any of the GPO's subsequent systems of online access, including govinfo.

Final Disposition Permanent

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? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

GRS or Superseded Authority Citation N1-287-03-01

## Disposition Instruction

Transfer to the National Archives for Accessioning Transfer to NARA's legal custody in accordance with the provisions of the final MOU dated August 12, 2003, and the approved SF 258, Agreement to Transfer Records to the National Archives of the United States, both of which are attached. NOTE: The approved schedule and the final approved SF 258 provide for the initial transfer and all future transfers of the records to NARA's legal custody as subsequent records are added to GPO Access by GPO in accordance with the provisions of the MOU

## Additional Information

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Records Schedule: DAA-0287-2019-0001

What will be the date span of the initial transfer of records to the National Archives?

Unknown  
Transfer to NARA's legal custody in accordance with the provisions of the final MOU dated August 12, 2003, and the approved SF 258, Agreement to Transfer Records to the National Archives of the United States, both of which are attached. NOTE: The approved schedule and the final approved SF 258 provide for the initial transfer and all future transfers of the records to NARA's legal custody as subsequent records are added to GPO Access by GPO in accordance with the provisions of the MOU

How frequently will your agency transfer these records to the National Archives?

Unknown  
Transfer to NARA's legal custody in accordance with the provisions of the final MOU dated August 12, 2003, and the approved SF 258, Agreement to Transfer Records to the National Archives of the United States, both of which are attached. NOTE: The approved schedule and the final approved SF 258 provide for the initial transfer and all future transfers of the records to NARA's legal custody as subsequent records are added to GPO Access by GPO in accordance with the provisions of the MOU

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## Hand Verified Congressional Serial Set

Disposition Authority Number DAA-0287-2019-0001-0003

Administrative history: The U.S. Government Publishing Office (GPO) began operation with Congressional Joint Res. 25 of June 23, 1860. The GPO prints, binds, and distributes Government publications forms, and blank books, as outlined and defined in the Act of Oct. 22, 1968, as amended (82 Stat.1238; 44 U.S.C. 101 et seq.). Operations of the Superintendent of Documents and the Library Division were authorized under the Printing Act of 1895 (also included in 44 U.S.C. 101 et seq.). As stated in 44 U.S.C. 1710 the Library Division is responsible for compiling and issuing the U.S. Congressional Serial Set, which contains the House and Senate Documents and House and Senate Reports bound by session of Congress. The Library acquires a "posterity" complete bond edition of the Serial Set that is hand verified. PUBLICATIONS: One bound hard copy of each volume of the hand verified Serial Set, covering a complete 2-year Congress. Complete Serial Set consists of 110-140 bound volumes, arranged in the Serial Set volume numbering sequence.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? No

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Explanation of limitation	Hand verified tangible copy of Congressional Serial Set.
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
GRS or Superseded Authority Citation	N1-287-90-1
<b>Disposition Instruction</b>	
Cutoff Instruction	Cutoff at end of every two calendar years.
Transfer to the National Archives for Accessioning	Cumulate as complete Serial Set at the end of 2 years. Transfer to Legislative Archives.
<b>Additional Information</b>	
What will be the date span of the initial transfer of records to the National Archives?	Unknown Last known transfer of records included 1989-1990. May possibly include 1991 thru 2018.
How frequently will your agency transfer these records to the National Archives?	Every 2 Years

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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
11/14/2018	Certify	William Schartel	Chief Records and Mail Management	Finance and Administration - Records and Mail Management
04/04/2019	Return Without Action	Valerie Terray	Archives Specialist	National Archives and Records Administration - Records Management Services