

Request for Records Disposition Authority

Records Schedule Number DAA-0095-2018-0056
Schedule Status Approved

Agency or Establishment Forest Service
Record Group / Scheduling Group Records of the Forest Service
Records Schedule applies to Agency-wide
Schedule Subject Water Uses and Development
Internal agency concurrences will be provided No

Background Information The Water Uses and Development program aims to obtain water needed for the National Forest System, in accord with legal authority and with due consideration for the needs of other water users. It is the policy of the program to rely on the reservation doctrine if the land was reserved from the public domain and for the reservation purposes identified in documents or legislation; to obtain water rights under state law if the reservation doctrine does not apply; to purchase essential water rights not otherwise available; and to use water needed for National Forest purposes efficiently, and in water-scarce areas, frugally.

Associated FS-Mission specific records retention schedule items currently approved by NARA that are not included as part of this request: N1-95-10-2, items 113, 114; N1-95-10-6, items 44, 45

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0095-2018-0056

Sequence Number	
1	General Water Rights Denials, Cancellations, Uses of Others, and Program Management Records Disposition Authority Number: DAA-0095-2018-0056-0001

Records Schedule Items

Sequence Number						
1	<p>General Water Rights Denials, Cancellations, Uses of Others, and Program Management Records</p> <p>Disposition Authority Number DAA-0095-2018-0056-0001</p> <p>Records include: •Water Rights – Denials or Cancellations: Closed cases involving denials or cancellations of applications. •Water Uses of Others: Case files documenting dispute between Forest Service and private or non-Federal users of water on or affecting National Forest lands. The file contains an application, protest letter to the State agency, and other records related to the dispute. •General Program Management Records: Includes general correspondence, memorandums, and other records too broad to fit under a specific subject heading that relate to National Forest water rights; outside request for changes in policy; in-Service request for clarification of policy for authorization to assert claims under certain authorities or to use specific quantification methodologies; municipal supply watersheds, and water quality management.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</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? No</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Manual Citation</td> <td style="width: 50%;">Manual Title</td> </tr> <tr> <td>FSH 6209.11, Chapter 40, Filecode 2540</td> <td>Forest Service Records Management Handbook</td> </tr> </table> <p>GRS or Superseded Authority Citation N1-95-10-004 / 232 N1-95-10-006 / 46 N1-95-10-006 / 47</p> <p>Disposition Instruction</p> <p>Cutoff Instruction End of fiscal year in which case file closed.</p> <p>Retention Period Destroy 30 year(s) after cutoff</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>		Manual Citation	Manual Title	FSH 6209.11, Chapter 40, Filecode 2540	Forest Service Records Management Handbook
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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
04/17/2018	Certify	Monica McGee	Records Officer	Forest Service - WO - ORMS - CRM
06/26/2019	Submit for Concurrency	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
07/05/2019	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
07/08/2019	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
07/10/2019	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist