

## Request for Records Disposition Authority

Records Schedule Number DAA-0095-2018-0060

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 Road and Trail Rights-of-Way (ROW) Grants

Internal agency concurrences will be provided No

### Background Information

The objectives of granting rights-of-way for roads and trails are to provide rights-of-way for the public road system, including the Federal-aid system, when such roads cross National Forest System lands or interests in lands; accommodate the access needs for the protection, development, and utilization of lands and resources owned by private interests or administered by public agencies when the planned forest development road system and public road system do not meet those needs adequately; protect and enhance the quality of air, water, soil, and natural beauty of Forest Service administered lands in the granting of any right-of-way; cooperate with intermingled and adjacent landowners in developing roads that serve the needs of both parties through the exchange of rights-of-way; and to provide access across National Forest System land to private land that is adequate to secure the owners thereof of reasonable use and enjoyment of their land without unnecessarily reducing the management options of the Forest Service or damaging National Forest System lands or resources.

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, item 124

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

### GAO Approval

## Outline of Records Schedule Items for DAA-0095-2018-0060

Sequence Number	
1	Road and Trail ROW Programmatic Records Disposition Authority Number: DAA-0095-2018-0060-0001
2	Road and Trail ROW Easements and Authorizations Disposition Authority Number: DAA-0095-2018-0060-0002

## Records Schedule Items

Sequence Number					
1	<p><b>Road and Trail ROW Programmatic Records</b></p> <p>Disposition Authority Number      DAA-0095-2018-0060-0001</p> <p><b>General program records related to right-of-way grants, unapproved/withdrawn applications, and authorizations not related to a specific case.</b></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"> <thead> <tr> <th>Manual Citation</th> <th>Manual Title</th> </tr> </thead> <tbody> <tr> <td>FSH 6209.11, Chapter 40, Filecode 2730</td> <td>Forest Service Records Management Handbook</td> </tr> </tbody> </table> <p>GRS or Superseded Authority Citation      N1-95-10-004 / 251  N1-95-10-004 / 252  N1-95-10-004 / 254</p> <p><b>Disposition Instruction</b></p> <p>Cutoff Instruction      End of fiscal year.</p> <p>Retention Period      Destroy 10 year(s) after cutoff</p> <p><b>Additional Information</b></p> <p>GAO Approval      Not Required</p>	Manual Citation	Manual Title	FSH 6209.11, Chapter 40, Filecode 2730	Forest Service Records Management Handbook
Manual Citation	Manual Title				
FSH 6209.11, Chapter 40, Filecode 2730	Forest Service Records Management Handbook				
2	<p><b>Road and Trail ROW Easements and Authorizations</b></p> <p>Disposition Authority Number      DAA-0095-2018-0060-0002</p> <p><b>Records consist of case files that include correspondence, applications, letters of approval, active authorizations, documentation for the easements granted, and reports for Department of Transportation (DOT) Easements; Rights of Way Authorizations Permits; FLPMA (Federal Land Policy and Management Act) easements, which authorize rights-of-way grants outside of designated wilderness who pay a road fee; and FRTA (Forest Road and Trail Act) easements, which are issued to qualified applicants who cooperate in the construction and maintenance of the road system needed to manage the National Forest System.</b></p>				

**Note 1:** Excludes records created under "Alaska Native Claims Settlement Act of 1971" (Public Law 92-203, 85 Stat. 688).

Final Disposition Temporary

Item Status Active

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? No

Manual Citation	Manual Title
FSH 6209.11, Chapter 40, File code 2730	Records Management Handbook

GRS or Superseded Authority Citation  
N1-95-10-004 / 253  
N1-95-10-004 / 255  
N1-95-10-004 / 256  
N1-95-10-004 / 257

**Disposition Instruction**

Cutoff Instruction End of fiscal in which file closed

Retention Period Destroy 10 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
04/17/2018	Certify	Monica McGee	Records Officer	Forest Service - WO - ORMS - CRM
04/19/2018	Return for Revision	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
04/19/2018	Submit For Certification	Monica McGee	Records Officer	Forest Service - WO - ORMS - CRM
04/20/2018	Certify	Monica McGee	Records Officer	Forest Service - WO - ORMS - CRM
05/14/2019	Submit for Concurrence	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
05/16/2019	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
05/16/2019	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
05/18/2019	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist