## NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-317-89-001

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 5/4/2022

## **ACTIVE ITEMS**

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

Item 3

## SUPERSEDED AND OBSOLETE ITEMS

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

Item 2 is superseded by N1-317-02-003, Item 2

Item 4a is superseded by N1-317-02-003, Item 6b

Item 4b is superseded by GRS 3.1 item 050 (DAA-GRS-2013-0003-0002)

## NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

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The Office of Labor-Management provides for the administration the Labor-Management Reporting 1959, as amended (IMRDA), See Service Reform Act of 1978 (of the Foreign Service Act (FSA) the Postal Reorganization Act these functions, reports from union officers and employees relations consultants are examined are conducted of complaints at the law or where evidence exist the law or where evidence exist of the law or where evidence exi	nt Standards ( ion and enforce ng and Disclos ction 7120 of CSRA), Section ), and Section t (PRA). In p m labor organi , employers an amined for com tions. In ves alleging viola ists of willfor rerun election rder or waiver	OLMS) ement of ure Act of the Civil 1017 of 1209 of erforming zations, databor chications tions of databor displaced	n.		
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REQUES	T FOR RECORDS DISPOSITION AUTHORITY — CONTINUATION		PAGE
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	OF 10. ACTION TAKEN (NARS USE ONLY)
1.	Labor Management Report Records-Filed by assigned "Labor Union" number, 1959 to the present.		WITHDRAWM
	A. Originals and updates of Labor Union Constitution and Bylaws		
	Disposition: After the termination of a labor union hold for five years then transfer to a FRC. Dispose of ten years after closeout.		
·	B. All other records including forms LM-1, LM-1A or equivalent; supporting documents which include all correspondence relating to the organization; annual financial reports (forms LM-2, LM-3 and the simplified format); and, trusteeship data (forms LM-6, LM-15/15A and LM-16).		WWARDHTIW
	(1) Pre 1990 Filings: Cut off after 1989 filing. Hold in office 3 years. Retire to WNRC. Destroy in 2000.		
	(2) Filings for 1990 and after. National Office copy: Cut off at the end of the calendar year. Transfer to the WNRC 5 years after cut off. Dispose of 10 years after cut off.		
	(3) Field office copies. Destroy when 5 years old or sooner if no longer needed for reference.		
	Volume on hand-approximately 2000 cubic feet Annual accumulation-50 cubic feet		
2.	International Labor-Management Reports Files- Include records described under item 1 maintained for large international labor organizations.		
	PERMANENTTransfer records to the National Archives ten years after the termination of a labor organization or when 30 years old whichever comes first.		

REQUEST FO	OR RECORDS DISPOSITION AUTHORITY – CONTINUATION		PAGE
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4.	Volume on hand-approximately 30 cubic feet Annual accumulation-less than one cubic foot  Union Financial Statistics BulletinsPublications produced at irregular intervals which contains selected financial data of labor organizations filing annual reports under the labor-management reporting and disclosure act  PERMANENTTransfer a copy of the publication to NARA when 20 years old  Labor Organization Reporting System ("LORS") Master File(Machine-readable records) The system produces yearly data on reporting labor unions regarding financial expenditures, assets, and liabilities extracted from Labor Management forms from 1975 to the present.  A. Copy of the LORS Data Tape produced yearly  PERMANENTTransfer to NARA a copy of the LORS master file upon the annual production of the dat (Tapes from 1975 - 1989 will be transferred in 1990)	em S	
	B. Documentation of the LORS Master File  PERMANENTTransfer to NARA in conjunction with the LORS Data Tape described above.		