

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0448-2020-0001

Status: APPROVED
Date Approved: 08/20/2025

General Information

Agency or Establishment	Department of Labor
Record/Scheduling Group	0448 - General Records of the Employment Standards Administration
Records Schedule Applies To	Agency-wide
Schedule Subject	Office of Federal Contract Compliance Programs Records Schedule
Additional Schedule Information	<p>The Office of Federal Contract Compliance Programs' (OFCCP) mission is to ensure that employers doing business with the federal government (contractors and subcontractors) comply with the laws and regulations requiring nondiscrimination. In addition, contractors and subcontractors are prohibited from discharging or otherwise discriminating against applicants or employees who inquire about, discuss or disclose their compensation or that of others, subject to certain limitations.</p> <p>In carrying out its enforcement responsibilities, OFCCP uses the following procedures:</p> <ul style="list-style-type: none">• Offers compliance assistance to federal contractors and subcontractors to help their understanding of the regulatory requirements and OFCCP review process.• Conducts compliance evaluations and complaint investigations of the personnel policies and procedures of federal contractors and subcontractors.• Obtains conciliation agreements from contractors and subcontractors who are in violation of regulatory requirements.• Monitors the progress of contractors and subcontractors in fulfilling the terms of conciliation agreements to remedy violations of regulatory requirements.• Forms linkage agreements between contractors and DOL job training programs to help employers identify and recruit qualified workers.• Recommends enforcement actions to the Solicitor of Labor.

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OFCCP works closely with other federal agencies such as the Department of Justice and the Equal Employment Opportunity Commission, as well as other DOL components such as the Office of the Solicitor, Women's Bureau, Wage and Hour Division, and Employment and Training Administration.

OFCCP has a national network of six regional offices, each with district and area offices in major metropolitan centers.

This records schedule is media neutral and permits the retention and disposition of records in any media (36 CFR 1228.24(b)(3)). OFCCP will maintain all temporary records in electronic formats throughout their life cycle, to the extent possible. Permanent electronic records must be maintained and transferred in a medium and format acceptable to NARA in accordance with standards set forth in federal regulations.

The record cut off is at the end of each fiscal year, unless specified otherwise. In this context, "agency official" means all executive-level staff and designees.

Is There a Classified Version of This Schedule?

No

Is consultation and coordination with Tribal Governments required?

Predate requirement

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Item Count

Total number of disposition items: 34

Number of Temporary disposition items: 23

Number of Permanent disposition items: 11

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0448-2020-0001

Item #	Title	Disposition
0001	Administration and Internal Operations - Plans and Reports; Routine Reports of Non-substantive Nature	Temporary
0002	Administration and Internal Operations - Historically Significant Administrative and Management Records	Permanent
0003	Administration and Internal Operations - Standard Operating Procedures (SOPs)	Temporary
0004	Administration and Internal Operations - Plans and Reports; Internal Plans	Temporary
0005	Administration and Internal Operations - Reports, Assessments, and Audits by Office of the Inspector General and Other Agencies	Temporary
0006	Administration and Internal Operations - OFCCP Information Management System	Permanent
0007	Administration and Internal Operations - Scheduling Lists, Methodology, and Scheduling Handbook	Permanent
0008	Administration and Internal Operations - Equal Employment Data System (EEDS); Employer Information Report (EEO-1 Data)	Temporary
0009	Administration and Internal Operations - Class Member Locator (CML)	Temporary
0010	Compliance Evaluations, Reviews, and Investigations - Quality Assurance	Temporary
0011	Compliance Evaluations, Reviews, and Investigations - Jurisdiction Records; Notice of Contractor Awards	Temporary
0012	Compliance Evaluations, Reviews, and Investigations - Jurisdiction Records; Determination and Requests to Determine Contractor Eligibility Coverage	Temporary
0013	Compliance Evaluations, Reviews, and Investigations - Jurisdiction Records; Approval or Denial of Exemptions or Waivers	Temporary
0014	Compliance Evaluations, Reviews, and Investigations - Enforcement Activity	Temporary
0015	Compliance Evaluations, Reviews, and Investigations - Determination of Substantial Issues	Permanent
0016	Compliance Evaluations, Reviews, and Investigations - Reinstatements and Debarments	Temporary

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0017	Inter- and Intra-Agency Coordination - Coordination with the EEOC and Other Federal Agencies; Final Record Copy	Permanent
0018	Inter- and Intra-Agency Coordination - Coordination with the EEOC and Other Federal Agencies; Drafts, Working Copies and Other Materials	Temporary
0019	Inter- and Intra-Agency Coordination - Coordination with the EEOC and Other Federal Agencies; Correspondences and Data Shared	Temporary
0020	Inter- and Intra-Agency Coordination - Taskforce/Work Group Reports	Temporary
0021	Inter- and Intra-Agency Coordination - Legal Determinations and Opinions	Temporary
0022	Laws and Interpretations - OFCCP Official Publications; Final Record Copy	Permanent
0023	Laws and Interpretations - OFCCP Directives; Final Record Copy	Permanent
0024	Laws and Interpretations - Federal Contract Compliance Manual; Final Record Copy	Permanent
0025	Laws and Interpretations - Rulemaking Official Files	Permanent
0026	Stakeholder Assistance - Speeches, Testimony, Addresses and Comments; Final Record Copy of Remarks by Agency Officials (High Level Agency Officials, e.g. Director, Deputy Director, Chief of Staff))	Permanent
0027	Stakeholder Assistance - Speeches, Testimony, Addresses and Comments; Final Record Copy Remarks by Other Agency Officials	Temporary
0028	Stakeholder Assistance - Speeches, Testimony, Addresses and Comments; Invitations Received	Temporary
0029	Stakeholder Assistance - Customer Satisfaction Survey (GPRA)	Temporary
0030	Stakeholder Assistance - Customer Service Records; Tips or Allegations of Violations	Temporary
0031	Stakeholder Assistance - Customer Service Records; Recommended Changes or Revisions	Temporary
0032	Stakeholder Assistance - Training, Conferences, and Meetings – External; Formal Training	Permanent
0033	Policy Statements and Interpretations	Temporary

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0034	Compliance Evaluations, Reviews, and Investigations - Temporary Jurisdiction Records; Other Records Related to Exemptions or Waivers
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Records Schedule Items

DAA-0448-2020-0001-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Administration and Internal Operations - Plans and Reports; Routine Reports of Non-substantive Nature	
Item Description	These include, but are not limited to, reports from regional, district, and other offices to the National or Regional Offices, regarding staffing, budget, or other matters related to administrative or management functions or activities.	
Is this item media neutral?	No	
Media limitation	Digital only	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Retention Period	Destroy 7 year(s) after the end of the fiscal year in which the plan was issued .	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0448-2020-0001-0002		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Administration and Internal Operations - Historically Significant Administrative and Management Records	
Item Description	Official recordkeeping copies of administrative and management records that have continuing value because they document substantive characteristics of the organization. These include organizational charts, reorganization studies, functional statements, administrative guidance or procedures, annual reports of staffing, workforce and succession plans, strategic plan, budgets, delegations of authority, and agency histories.	
Is this item media neutral?	Yes	

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Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Cut off at end of Fiscal year.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives in 5 year blocks 15 year(s) after block closes
ADDITIONAL INFORMATION	
Current Records Format	Textual data:75 mb
Approximate first year of records covered by this authority	2006
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: 01/01/2006 To: 01/01/2010
Frequency of transfer	5
Are any of the records covered by this item subject to a FOIA exemption?	No

DAA-0448-2020-0001-0003	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Administration and Internal Operations - Standard Operating Procedures (SOPs)
Item Description	SOPs created by any OFCCP staff to better document a process or procedure.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary

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Cutoff Instructions	Cut off when superseded
Retention Period	Destroy 7 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0448-2020-0001-0004		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Administration and Internal Operations - Plans and Reports; Internal Plans		
Item Description	Final copy of OFCCP operating or similar internal plans.		
Is this item media neutral?	No		
Media limitation	Digital only		
Is this item a Big Bucket?	No		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-448-01-002 / 6a	No		
Is this item a deviation from the GRS?	No		
DISPOSITION INSTRUCTION			
Final Disposition	Temporary		
Retention Period	Other: Destroy 7 years after the end of the fiscal year in which the plan was issued or when the business need ceases.		
ADDITIONAL INFORMATION			
Are any of the records covered by this item national security classified?	No		
GAO Approval Required	No		

DAA-0448-2020-0001-0005		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Administration and Internal Operations - Reports, Assessments, and Audits by Office of the Inspector General and Other Agencies		

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Item Description	Audit reports, OFCCP responses to those reports, and OFCCP progress reports submitted to an auditing agency.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-448-01-002 / 29b	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Retention Period	Destroy 10 year(s) after the end of the fiscal year in which the report was created or published, whichever is later.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0448-2020-0001-0006		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Administration and Internal Operations - OFCCP Information Management System	
Item Description	The OFCCP information management system master file, is a fully electronic cloudbased system that contains information and documents generated by the agency's enforcement activities, including compliance evaluations and complaint investigations. Arrangement of Data - Data is available in the information management system database according to the following structure: nationwide scope, regional office scope, and district office scope.	
Is this item media neutral?	No	
Media limitation	Digital only	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		

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Does this item supersede existing disposition authorities?	Yes
Superseded Items	
Superseded Item	Item Superseded in Part? Explanation
N1-448-01-002 / 27a	No
N1-448-01-002 / 9a	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Are there multiple instructions for this item?	No
Transfer Instruction	Other: Transfer “current” database master file to NARA every 15 years for permanent retention, along with the corresponding copy of system documentation. First transfer to occur in 2033.
ADDITIONAL INFORMATION	
Current Records Format	Structured data formats:4GB
Approximate first year of records covered by this authority	1995
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: 01/01/1995 To: 12/31/2010
Frequency of transfer	15
Are any of the records covered by this item subject to a FOIA exemption?	No

DAA-0448-2020-0001-0007	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Administration and Internal Operations - Scheduling Lists, Methodology, and Scheduling Handbook
Item Description	The scheduling lists indicate the establishment and types of reviews that OFCCP will conduct. Methodology and scheduling handbooks outline review activities and chronology.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No

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Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Cut off when record is created
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff
ADDITIONAL INFORMATION	
Current Records Format	Textual data:500 mb
Approximate first year of records covered by this authority	2000
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: 10/01/2000 To: 09/30/2011
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

DAA-0448-2020-0001-0008		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Administration and Internal Operations - Equal Employment Data System (EEDS); Employer Information Report (EEO-1 Data)		
Item Description	The EEDS provides an extract of the Employer Information Report (EEO-1) data for federal contractors on an annual basis. EEDS provides information for five fiscal years – with a one year lag.		
Is this item media neutral?	No		
Media limitation	Digital only		
Is this item a Big Bucket?	No		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-448-01-002 / 9b2a	No		
N1-448-01-002 / 9b2b	No		

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Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Cut off at end of Fiscal year.
Retention Period	Destroy 5 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0448-2020-0001-0009		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Administration and Internal Operations - Class Member Locator (CML)	
Item Description	The CML is an electronic repository and its purpose is to identify applicants and/or workers who have been impacted by OFCCP's compliance evaluations and complaint investigations and who may be entitled to a portion of monetary relief and/or consideration for job placement.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Retention Period	Destroy 3 year(s) after the end of the fiscal year in which the record was created	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0448-2020-0001-0010		STATUS: Active
ITEM GENERAL INFORMATION		

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Item Title	Compliance Evaluations, Reviews, and Investigations - Quality Assurance	
Item Description	Documents/correspondence related to reviews of program operations, Quality Review and Analysis Records, Quality Audits/ Accountability Review and background information.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-448-01-002 / 13a	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Retention Period	Destroy 3 year(s) after the end of the fiscal year in which the record was created.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0448-2020-0001-0011		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Compliance Evaluations, Reviews, and Investigations - Jurisdiction Records; Notice of Contractor Awards	
Item Description	Federal agencies who give government contracts are required to notify the appropriate regional office of OFCCP within ten (10) days of each construction contract or subcontract award of \$10,000 or more which results in whole or in part from a grant, contract, loan insurance or guarantee from your Department or agency. The notification should include the name, address and telephone number of the contractor or subcontractor, employer identification number, dollar amount of the contract or subcontract, estimated starting and completion dates of the contract or subcontract, project name and geographical area in which the contract or subcontract is to be performed.	

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Is this item media neutral?	No
Media limitation	Digital only
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Items	
Superseded Item	Item Superseded Explanation in Part?
N1-448-01-002 / 14a	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: Cut off when contract expires
Retention Period	Destroy 3 year(s) after the expiration of the contract.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0448-2020-0001-0012	STATUS: Active	
ITEM GENERAL INFORMATION		
Item Title	Compliance Evaluations, Reviews, and Investigations - Jurisdiction Records; Determination and Requests to Determine Contractor Eligibility Coverage	
Item Description	All records reflecting the request, research and determination as to whether an employer is covered by OFCCP's regulations	
Is this item media neutral?	No	
Media limitation	Digital only	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation
N1-448-01-002 / 15a	No	
Is this item a deviation from the GRS?	No	

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DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Retention Period	Destroy 5 year(s) after the end of fiscal year in which the record was created.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0448-2020-0001-0013		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Compliance Evaluations, Reviews, and Investigations - Jurisdiction Records; Approval or Denial of Exemptions or Waivers		
Item Description	Justification and notification records documenting approval or denial of exemptions or waivers from coverage of OFCCP regulations or OFCCP evaluations.		
Is this item media neutral?	No		
Media limitation	Digital only		
Is this item a Big Bucket?	No		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-448-01-002 / 18a	No		
Is this item a deviation from the GRS?	No		
DISPOSITION INSTRUCTION			
Final Disposition	Temporary		
Retention Period	Destroy 15 year(s) after the end of the fiscal year in which the decision was issued.		
ADDITIONAL INFORMATION			
Are any of the records covered by this item national security classified?	No		
GAO Approval Required	No		

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DAA-0448-2020-0001-0014		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Compliance Evaluations, Reviews, and Investigations - Enforcement Activity	
Item Description	Records concerning Federal contractors, including but not limited to supply and service, construction, corporate management, and functional affirmative action program evaluations, compliance checks, compliance reviews, complaint investigations, conciliation agreements (financial and technical CAs) and focused review case files. Documentation includes Joint Review Committees (JRCs) records and Affirmative Action Plans (AAPs). JRCs are comprised of attorneys from the Office of the Solicitor, OFCCP managers and Compliance Officers. JRCs meet to discuss findings in open cases and to recommend courses of action in those cases. All hard copy documents submitted should be scanned according to NARA's requirements for digitizing records.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-448-01-002 / 19a	No	
N1-448-01-002 / 19b	No	
N1-448-01-002 / 26a	No	
N1-448-01-002 / 28a	No	
N1-448-01-002 / 32b	No	
N1-448-01-002 / 32c	No	
N1-448-01-002 / 32d	No	
N1-448-01-002 / 15	No	
N1-448-01-002 / 20a	No	
N1-448-001-0002 / 25a	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off at end of Fiscal year when a compliance evaluation, review, or complaint is closed.	

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Retention Period	Other: Destroy 7 years after the case is closed or when monitoring is completed, whichever is later.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0448-2020-0001-0015		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Compliance Evaluations, Reviews, and Investigations - Determination of Substantial Issues		
Item Description	Under 41 CFR 60-2.2(b), contractors found not to be in compliance with the provisions of this section may appeal such findings. These are records of appeals and subsequent decisions by the OFCCP Director, Deputy Director, or designee.		
Is this item media neutral?	Yes		
Is this item a Big Bucket?	No		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-448-01-002 / 16a	No		
Is this item a deviation from the GRS?	No		
DISPOSITION INSTRUCTION			
Final Disposition	Permanent		
Are there multiple instructions for this item?	No		
Transfer Instruction	Transfer to the National Archives 15 year(s) after the end of the fiscal year in which the determination was issued.		
ADDITIONAL INFORMATION			
Current Records Format	Textual data:3 gb		
Approximate first year of records covered by this authority	2000		
End year of records covered by this authority	Still being created		
Date span of the initial transfer	From: 10/01/2000 To: 09/30/2010		
Frequency of transfer	1		

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Are any of the records covered by this item subject to a FOIA exemption?	No
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DAA-0448-2020-0001-0016		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Compliance Evaluations, Reviews, and Investigations - Reinstatements and Debarments		
Item Description	Records of OFCCP initiated debarments and reinstatements of federal contractors.		
Is this item media neutral?	Yes		
Is this item a Big Bucket?	No		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-448-01-002 / 23a	No		
Is this item a deviation from the GRS?	No		
DISPOSITION INSTRUCTION			
Final Disposition	Temporary		
Retention Period	Destroy 7 year(s) after the end of the fiscal year in which the decision was issued.		
ADDITIONAL INFORMATION			
Are any of the records covered by this item national security classified?	No		
GAO Approval Required	No		

DAA-0448-2020-0001-0017		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Inter- and Intra-Agency Coordination - Coordination with the EEOC and Other Federal Agencies; Final Record Copy		
Item Description	Final record copy and agency official working copies of Memoranda of Understanding (MOU) and policy documents developed with the coordination of other Federal Agencies. The originating office maintains the record until the record is transferred to NARA.		

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Is this item media neutral?	No
Media limitation	Digital only
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded Explanation in Part?
N1-448-01-002 / 4a	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after the end of the fiscal year in which the MOU or policy document was finalized.
ADDITIONAL INFORMATION	
Current Records Format	Textual data:250 mb
Approximate first year of records covered by this authority	1975
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: 10/05/1975 To: 09/30/2010
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

DAA-0448-2020-0001-0018	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Inter- and Intra-Agency Coordination - Coordination with the EEOC and Other Federal Agencies; Drafts, Working Copies and Other Materials
Item Description	All drafts, working copies and other materials related to the creation of policy documents developed with the coordination of other agencies.
Is this item media neutral?	No
Media limitation	Digital only
Is this item a Big Bucket?	No

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SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Retention Period	Destroy 3 year(s) after the end of the fiscal year in which the record was created.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0448-2020-0001-0019		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Inter- and Intra-Agency Coordination - Coordination with the EEOC and Other Federal Agencies; Correspondences and Data Shared		
Item Description	Correspondences and data shared between OFCCP and other agencies reflecting coordination between agencies on matters other than policies and procedures.		
Is this item media neutral?	Yes		
Is this item a Big Bucket?	No		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-448-01-002 / 4c	No		
Is this item a deviation from the GRS?	No		
DISPOSITION INSTRUCTION			
Final Disposition	Temporary		
Retention Period	Destroy 3 year(s) after the end of the fiscal year in which the communication occurred.		
ADDITIONAL INFORMATION			

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Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0448-2020-0001-0020		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Inter- and Intra-Agency Coordination - Taskforce/Work Group Reports		
Item Description	Reports, work products, and administrative records generated by taskforces or work groups that OFCCP originates or establishes, or in which OFCCP participates.		
Is this item media neutral?	No		
Media limitation	Digital only		
Is this item a Big Bucket?	No		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-448-01-002 / 30a	No		
Is this item a deviation from the GRS?	No		
DISPOSITION INSTRUCTION			
Final Disposition	Temporary		
Retention Period	Destroy 3 year(s) after the date in which the records was created.		
ADDITIONAL INFORMATION			
Are any of the records covered by this item national security classified?	No		
GAO Approval Required	No		

DAA-0448-2020-0001-0021		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title		Inter- and Intra-Agency Coordination - Legal Determinations and Opinions	

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Item Description	Legal opinions, determinations and correspondence addressed to OFCCP from the Office of the Solicitor or other legal entities about matters that are not connected to any specific case (and therefore not included in a case file).	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-448-01-002 / 34	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off when issue is resolved	
Retention Period	Destroy 7 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0448-2020-0001-0022	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Laws and Interpretations - OFCCP Official Publications; Final Record Copy
Item Description	Final record copy of OFCCP official publications for contractors, the public and employees. Such publications include regulations, information collection requests, program guides for the public, legislative histories, guidance or comments offered to Congress on technical questions or proposed legislation, and other documents establishing new policies or changes to existing policies, procedures, or regulations – but not directives, the Federal Contract Compliance Manual (FCCM), or other interpretative guidance. The originating office maintains the record until the record is transferred to NARA.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No

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SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-448-01-002 / 2a	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Cut off when published	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 15 year(s) after the end of the fiscal year in which the record was published.	
ADDITIONAL INFORMATION		
Current Records Format	Textual data:5 MB	
Approximate first year of records covered by this authority	1980	
End year of records covered by this authority	Still being created	
Date span of the initial transfer	From: 10/01/2018 To: 09/30/2019	
Frequency of transfer	1	
Are any of the records covered by this item subject to a FOIA exemption?	No	

DAA-0448-2020-0001-0023	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Laws and Interpretations - OFCCP Directives; Final Record Copy
Item Description	Final record copy of agency directives with case files if appropriate concerning policy, instructions, and guidance. The originating office maintains the record until the record is transferred to NARA.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items

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Superseded Item	Item Superseded in Part?	Explanation
N1-448-01-002 / 3a1	No	
N1-448-01-002 / 3a2	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Cut off at end of Fiscal year when Directive is issued	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff	
ADDITIONAL INFORMATION		
Current Records Format	Textual data:2 MB	
Approximate first year of records covered by this authority	1975	
End year of records covered by this authority	Still being created	
Date span of the initial transfer	From: 10/01/2020 To: 09/30/2021	
Frequency of transfer	1	
Are any of the records covered by this item subject to a FOIA exemption?	No	

DAA-0448-2020-0001-0024		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title		Laws and Interpretations - Federal Contract Compliance Manual; Final Record Copy	
Item Description		Final record copy of the Federal Contract Compliance Manual (FCCM), which is periodically revised and updated, as well as any related supplements. The originating office maintains the record until the record is transferred to NARA.	
Is this item media neutral?		Yes	
Is this item a Big Bucket?		No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?		Yes	
		Superseded Items	
Superseded Item		Item Superseded in Part?	Explanation
N1-448-01-002 / 5a		No	

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Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Cut off when revision is issued
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff
ADDITIONAL INFORMATION	
Current Records Format	Textual data:2 MB
Approximate first year of records covered by this authority	1979
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: 10/01/2016 To: 09/30/2017
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

DAA-0448-2020-0001-0025		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Laws and Interpretations - Rulemaking Official Files		
Item Description	Rulemaking official files contain rulemaking records created after first appearance in the Federal Register. The records include, but are not limited to, significant drafts of the rule, significant drafts of the determination, agency official working copies, correspondence, reports, dockets, transcripts related to hearings, notices of proposed rulemakings, public comments, and interim and final rules. The originating office maintains the record until the record is transferred to NARA.		
Is this item media neutral?	Yes		
Is this item a Big Bucket?	No		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-448-01-002 / 7a	No		

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Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Cut off at end of Fiscal year when rule was published
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff
ADDITIONAL INFORMATION	
Current Records Format	Textual data:500 mb
Approximate first year of records covered by this authority	2010
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: 10/01/2010 To: 09/30/2011
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

DAA-0448-2020-0001-0026		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Stakeholder Assistance - Speeches, Testimony, Addresses and Comments; Final Record Copy of Remarks by Agency Officials (High Level Agency Officials, e.g. Director, Deputy Director, Chief of Staff))	
Item Description	Final record copy of remarks delivered by agency officials to external stakeholders at public events. These records also include, but are not limited to, testimony or presentations offered in substantive briefings, hearings, testimony, and committee meetings; substantive background materials used in the preparation of the testimony or presentations, minutes, transcripts, and notes, and other materials developed during the briefings, hearings, testimony and committee meetings. The originating office maintains the record until the record is transferred to NARA.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	

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Superseded Items	
Superseded Item	Item Superseded in Part? Explanation
N1-448-01-002 / 1a	No
N1-448-01-002 / 1b	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Cut off at end of Fiscal year.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff
ADDITIONAL INFORMATION	
Current Records Format	Textual data:6 MB
Approximate first year of records covered by this authority	1990
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: 10/01/2016 To: 09/30/2017
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

DAA-0448-2020-0001-0027	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Stakeholder Assistance - Speeches, Testimony, Addresses and Comments; Final Record Copy Remarks by Other Agency Officials
Item Description	Final record copy of remarks delivered by other agency officials to external stakeholders at public events.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary

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Retention Period	Destroy 7 year(s) after the end of the fiscal year in which the record was created.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0448-2020-0001-0028		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title		Stakeholder Assistance - Speeches, Testimony, Addresses and Comments; Invitations Received	
Item Description		Invitations received by the agency for OFCCP officials to speak at public events and agency responses to those requests.	
Is this item media neutral?		Yes	
Is this item a Big Bucket?		No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?		Yes	
		Superseded Items	
Superseded Item		Item Superseded in Part?	Explanation
N1-448-01-002 / 1c		No	
Is this item a deviation from the GRS?		No	
DISPOSITION INSTRUCTION			
Final Disposition		Temporary	
Retention Period		Destroy 4 year(s) after the end of the fiscal year in which the invitation was received.	
ADDITIONAL INFORMATION			
Are any of the records covered by this item national security classified?		No	
GAO Approval Required		No	

DAA-0448-2020-0001-0029		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title		Stakeholder Assistance - Customer Satisfaction Survey (GPRA)	

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Item Description	Surveys sent to federal contractors as part of OFCCP's compliance with the Government Performance and Results Act and associated records including lists of contractors, letters sent to contractors, completed surveys and results, reports, and OMB survey appeal documents.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-448-01-002 / 8a	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Retention Period	Destroy 3 year(s) after the end of the fiscal year in which the record was created.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0448-2020-0001-0030	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Stakeholder Assistance - Customer Service Records; Tips or Allegations of Violations
Item Description	Disposition requirements for customer service records in the GRS are mandatory except for exceptions approved by NARA. Exception 1 - Call or Service Center records of tips or allegations of violations provided by the public.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No

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DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Retention Period	Destroy 3 year(s) after from the end of the fiscal year in which the record was created.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0448-2020-0001-0031	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Stakeholder Assistance - Customer Service Records; Recommended Changes or Revisions
Item Description	Disposition requirements for customer service records in the GRS are mandatory except for exceptions approved by NARA. Exception 2 - Customer Service Reports with recommended changes or revisions to OFCCP's customer service operations.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Retention Period	Destroy 3 year(s) after from the end of the fiscal year in which the record was created.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0448-2020-0001-0032	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Stakeholder Assistance - Training, Conferences, and Meetings – External; Formal Training

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Item Description	Final record copy of formal training aids developed by the agency (e.g., manuals, syllabi, and textbooks).	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-448-01-002 / 11a	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Cut off at end of Fiscal year when published	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff	
ADDITIONAL INFORMATION		
Current Records Format	Textual data:200 mb	
Approximate first year of records covered by this authority	2002	
End year of records covered by this authority	Still being created	
Date span of the initial transfer	From: 10/01/2002 To: 09/30/2010	
Frequency of transfer	1	
Are any of the records covered by this item subject to a FOIA exemption?	No	

DAA-0448-2020-0001-0033	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Policy Statements and Interpretations
Item Description	Documents which develop and establish new policies and program changes. Includes standard operating procedures (SOPs), as well as decision, policy and program memoranda which cite new policies or changes to existing policies not directly related to rulemaking.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No

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SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-448-01-002 / 7a	No	
N1-448-01-002 / 7b	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cut off file at the end of the fiscal year.	
Retention Period	Destroy 3 year(s) after the end of the fiscal year in which the record was created.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0448-2020-0001-0034	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Compliance Evaluations, Reviews, and Investigations - Jurisdiction Records; Other Records Related to Exemptions or Waivers
Item Description	Other records related to exemption and waivers include, but are not limited to, correspondence and proof of completion.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Retention Period	Destroy 3 year(s) after the end of the fiscal year in which the decision was issued.
ADDITIONAL INFORMATION	

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Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

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Signatory Information

Action	User	Date
Approve	Marco Rubio (Acting Archivist)	08/20/2025



Office of the Chief
Records Officer for the
U.S. Government

This schedule was signed outside of the ERA system using Standard Form 115.

NARA staff updated ERA to reflect this approval, moving the record schedule into an approved status. The approved status allows for generation of a PDF indicating that the schedule has been approved, and allows an agency to use the schedule in ERA to create transfer requests. The approved date in the system and on the PDF version of the records schedule reflects the system actions.