

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N9-448-00-003

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Records schedules starting with the number N9 were created in response to NARA Bulletins 99-04 and 2000-02. The N9 records schedules created from 1999-2002 allowed agencies to create bulk updates to previously approved schedules to cover copies of records in word processing and email formats. Word processing and email formats are now scheduled in the General Record Schedules, superseding all N9 records schedules approved by NARA. See GRS 5.1 Item 020 Non-record keeping copies of electronic records (DAA-GRS-2016-0016-0002).

Date Reported: 09/16/2014

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N9-448-00-03	
1 FROM (Agency or establishment) U. S. Department of Labor		DATE RECEIVED MAY 30 2000	
2 MAJOR SUBDIVISION Employment Standards Administration		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3 MINOR SUBDIVISION Office of Federal Contract Compliance Programs		DATE	
4 NAME OF PERSON WITH WHOM TO CONFER LaSheall Washington	5 TELEPHONE 202-693-1109	ARCHIVIST OF THE UNITED STATES 1-22-01 <i>John W. Carl</i>	

6 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 on the attached <u>10</u> page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,		
<input checked="" type="checkbox"/> is not required, <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested		
DATE 4/21/00	SIGNATURE OF AGENCY REPRESENTATIVE <i>Maureen Hill</i>	TITLE Departmental Records Officer

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p>The Office of Federal Contract Compliance Programs (OFCCP), was established by Secretary's Order No. 26-65 on October 5, 1965, pursuant to Executive Order 11246, as amended by Executive Order 11375. The Office's function was to advise the Secretary of Labor with regard to the enforcement of rules and regulations to assure non-discrimination in employment practices of certain contractors, and to maintain liaison with the Equal Employment Opportunity Commission, and the Department of Justice on matters relating to Title VII of the Civil Rights Act of 1964. In addition, the Office of Federal Contract Compliance Programs was created to administer the affirmative action and non-discrimination provisions of the Rehabilitation Act of 1973, as amended, and the Vietnam Veterans' Re-adjustment Assistance Act of 1974.</p> <p>This schedule pertains to the disposition of e-mail and word processing records in both the field and National office.</p> <p style="text-align: right;">JAN 25 2001</p> <p><i>Copy to: agency</i></p>		

Item No	Description of Item	Sample or Job No
1	<p>All Decrees entered into by DOL/Justice/OFCCP/EEOC and Federal Contractors</p> <p>Disposition Temporary NC1-174-76, item 2</p> <p>Disposition Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference or distribution, <i>or electronic dissemination, whichever is later*</i></p>	
2	<p>Records created resulting from comments by the general public in reference to existing or proposed (as published in the Federal Register) policies and procedures</p> <p>Disposition Temporary NC1-174-76, item 3</p> <p>Disposition Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference or distribution, <i>or electronic dissemination, whichever is later</i></p>	
3	<p>Management Information System</p> <p>Disposition Permanent NC1-174-76, item 5 (a)</p> <p>Disposition Temporary NC1-174-76, item 5 (b)</p> <p>Disposition Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference or distribution, <i>or electronic dissemination, whichever is later</i></p>	
4	Contractor's Affirmative Action Plans	

* This change to all items (except items 29 and 30) approved by
ESA RO via telephone on 10/19/00 rbf

	<p>Disposition Temporary NC1-174-76, item 6</p> <p>Disposition Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
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5	<p>OFCCP DIRECTIVES</p> <p>a 1966 to present</p> <p>Disposition Permanent* <i>N1-448-90-2, item 1(a) 1+2</i></p> <p>NATIONAL OFFICE and REGIONAL OFFICES</p> <p>* Disposition – Electronic record produced using e-mail or word processing <i>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, or electronic dissemination, whichever is later</i></p> <p>N1-448-90-2, item 1 (a) 1 and 2</p> <p>b Routine issuances</p> <p>Disposition Temporary N1-448-90-2, item 1 (b)</p> <p>Disposition Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
6	<p>SPEECHES, ADDRESSES, COMMENTS</p> <p>Disposition – PERMANENT National and Regional Offices</p> <p>N1-448-90-2, item 2</p> <p>Disposition Electronic record produced using e-mail or word processing</p>	

* Changes made 6/15/00 xbf.

** Underlined section approved by ESA RO 10/19/00. xbf

	<p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
7	<p><u>DOCUMENTS RELATING TO RECORDS MANAGEMENT PROCEDURES, (a) SCHEDULES, AND (b) LISTS OF RECORDS TRANSFERRED, RETIRED OR DISPOSED OF</u></p> <p>Disposition – Temporary National and Regional Offices</p> <p>N1-448-90-2, item 3 a & b</p> <p>Disposition Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
8	<p>TRAINING RECORDS</p> <p>Disposition – Temporary N1-448-90-2, item 4a and 4b and 4c</p> <p>Disposition Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
9	<p>OFCCP's FORMS</p> <p>Disposition – Temporary N1-448-90-2, item 5a and 5b</p> <p>Disposition Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
10	OFCCP INTERNAL PLANNING RECORDS	

	<p>Disposition – Temporary N1-448-90-2, item 6a</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
11	<p>QUARTERLY REVIEW AND ANALYSIS REPORTS /N O PROGRAM INITIATIVES (To include all linkage reports)</p> <p>Disposition – Temporary N1-448-90-2, item 7a</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
12	<p>ANNUAL REPORTS/ NATIONAL OFFICE</p> <p>Disposition – Permanent N1-448-90-2, item 8</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
13	<p>COORDINATION WITH THE EEOC AND OTHER FEDERAL CIVIL RIGHTS AGENCIES</p> <p><i>A</i> Disposition -- Permanent N1-448-90-2, item 18 (a)</p> <p><i>B</i> Disposition – Temporary N1-448-90-2, item 18 (b)</p>	

	<p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
14	<p>FEDERAL CONTRACT COMPLIANCE MANUAL</p> <p>Disposition -- Permanent N1-448-90-2, item 19</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
15	<p>STANDARDS AFFIRMATIVE ACTION FORMAT (SAAF)/ NATIONAL AFFIRMATIVE ACTION PLAN FORMAT (NAAPF)</p> <p>Disposition – Temporary N1-448-90-2, item 20</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
16	<p>QUALITY CONTROL AUDITS/ACCOUNTABILITY REVIEWS</p> <p>Disposition—Temporay N1-448-90-2, item 21</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later.</i></p>	
17	HOMETOWN PLAN	

	<p>Disposition -- Temporary N1-448-90-2, item 25</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference of distribution, <i>or electronic dissemination, whichever is later.</i></p>	
18	<p>NOTICE OF CONTRACTOR AWARD</p> <p>Disposition -- Temporary N1-448-90-2, item 26</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference of distribution, <i>or electronic dissemination, whichever is later.</i></p>	

19	<p>REQUEST TO DETERMINE CONTRACTOR ELIGIBILITY COVERAGE</p> <p>Disposition – Temporary N1-448-90-2, item 27</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
20	<p>FINAL HEARING DECISIONS</p> <p>Disposition -- Permanent N1-448-90-2, item 28</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
21	<p>DETERMINATION OF SUBSTANTIAL ISSUES (NATIONAL OFFICE)</p> <p>Disposition – Permanent N1-448-90-2, item 29</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later</i></p>	
22	<p>LEGAL DETERMINATION AND OPINIONS</p> <p>Disposition -- Temporary N1-448-90-2, item 30</p> <p>Disposition – Electronic record produced using e-mail or word</p>	

	<p>processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later.</i></p>	
23	<p>CONTRACT COMPLIANCE ACTIVITY LOG</p> <p>Disposition – Temporary N1-448-90-2, item 3 (a), (b), (c), (d), (e), (f), (g)</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later.</i></p>	
24	<p>REQUESTS FOR EXEMPTIONS AND WAIVERS (N O)</p> <p>Disposition -- Permanent N1-448-90-2, item 32</p> <p>Disposition -- Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later.</i></p>	
25	<p>INFORMATION (REQUEST FOR)</p> <p>General requests for information regarding OFCCP's programs, its operations, authority, etc (not subject to FOIA)</p> <p>Disposition – Temporary N1-448-90-2, item 33</p> <p>Disposition -- Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference, or distribution, <i>or electronic dissemination, whichever is later.</i></p>	
26	FOIA REQUESTS FOR MATERIAL ON OFCCP'S	

	<p>PROGRAMS OR OPERATIONS THAT INCLUDE REQUEST GRANTED, DENIED AND/OR APPEALED, REFERRED</p> <p>Disposition – Temporary N1-448-90-2, item 34 (a) (b) (c) (d)</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference or distribution, <i>or electronic dissemination, whichever is later</i></p>	
27	<p>FOIA REQUEST FOR CONTRACTOR INFORMATION</p> <p>Disposition – Temporary N1-448-90-2, item 35 (a) (b)</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference or distribution, <i>or electronic dissemination, whichever is later</i></p>	
28	<p>PRIVACY ACT REQUESTS AND APPEALS</p> <p>Disposition – Temporary N1-448-90-2, item 36 (a), (b)1, (b)2, (c)1, (c)2, (d)</p> <p>Disposition – Electronic record produced using e-mail or word processing</p> <p>Delete when recordkeeping copy has been created or when no longer needed for updating, reference or distribution, <i>or electronic dissemination, whichever is later</i></p>	<i>whichever is later</i>

29	<p>Policy Statements and Interpretations</p> <p>Disposition Temporary N1-448-93-1, item 1 (a) and (b)</p> <p>Disposition Electronic copies of policy statements and interpretations created on word processing systems</p>	
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	Delete when record keeping copy has been filed and no longer needed for agency use	
30	<p>COMPLIANCE REVIEW FILES</p> <p>Disposition Temporary N1-448-93-1, item 3(a)and 1(b)</p> <p>Disposition Electronic copies of policy statements and interpretations created on word processing systems</p> <p>Delete when record keeping copy has been filed and no longer needed for agency use</p>	