

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-048-11-004

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Item 7303 was superseded by GRS 1, item 070 (DAA-GRS-2016-0001-0004) and GRS 1, item 071 (DAA-GRS-2016-0001-0005)

Date Reported: 5/11/2022

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Request for Records Disposition Authority

(See Instructions on reverse)

Leave Blank (NARA Use Only)

Job Number

N1-48-11-4

Date Received

2/23/11

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

Date

Archivist of the United States

16 June 11 [Signature]

To **National Archives and Records Administration (NIR)**
Washington, DC 20408

1 From (Agency or establishment)

Department of Interior

2 Major Subdivision

Office of the Secretary

3 Minor Subdivision

Acquisition and Property Management

4 Name of Person with whom to confer

Keith Holden

5 Telephone (include area code)

(202) 219-1563

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 1 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



is not required



is attached



has been requested

Signature of Agency Representative

[Signature] Keith Holden

Title

OS Records Officer

Date (mm/dd/yyyy)

02/17/2011

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
7303	Suspension and Debarment Files	N/A	

SF 115 Supplementary Cover Sheet

Summary

This action establishes a new Office of the Secretary disposition schedule entitled

“7303 – Suspension and Debarment Files ”

This schedule includes one item related to Acquisition and Property Management program files which are not otherwise covered by an existing schedule or by the GRS
This item is

7303 Suspension and Debarment Files

Other Contacts

David Sims

Debarment Program Manager, (202) 254-5551, david_sims@ios.doi.gov

Reason for submission:

- (1) This action provides for the disposition of temporary records maintained in the Office of Acquisition and Property Management that have been previously unscheduled
- (2) This action incorporates the numbering pattern for the Office of the Secretary's new records schedule

7303 Suspension and Debarment Files. Files relating to individuals, businesses, or organizations that have been suspended, proposed for debarment, or debarred from Federal procurement and assistance programs, and individuals, businesses, or organizations that have been the subject of debarment or suspension action referral memorandum on which an official case file was opened but action has been declined. Files include copies of Inspector General action referral memorandums, and their attachments, Debarring and Suspending Official action notices, action scheduling correspondence by letter and email, tape recordings of presentations of matters in opposition, written case submissions, evidentiary documents presented for the record, fact finding hearing transcripts, action determinations, administrative agreements entered to resolve debarment and suspension cases, and other related documents

Disposition: Temporary. Cut off when the period of debarment or voluntary exclusion expires, all provisions of the compliance agreement have been completed, or an action is otherwise concluded. Destroy 6 years and 3 months after cut-off