INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-467-00-001

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

DAA-0571-2016-0004-0008 supersedes item 1.

Items 2 and 3 are withdrawn.

DAA-GRS-2016-0016-0002 supersedes item 4 and the system is now part of RG 571, Pipeline and Hazardous Materials Safety Administration.

Date Reported: 7/23/2021

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)					10	LEAVE BLANK (NAR. B NUMBER	A use only)
					N1-467-00-1		
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408					DATE RECEIVED 3-28-00		
1. FROM (Agency or establishment)					NOTIFICATION TO AGENCY		
RSPA							
2. MAJOR SUBDIVISION						In accordance with the pro U.S.C. 3303a the disposit	ovisions of 44 tion request.
Associate Administrator for Administration and Management						including amendments, is ap for items that may be marke	proved except
3. MINOR SUBDIVISION						not approved" or "withdrawn"	" in column 10.
Office of Administration 4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE					DA	TE GALARCHIVISTOFTH	E LINITED STATES
Bevelyn Whitfi		1	(202) 366-8928		6	12/100	
6. AGENCY C I hereby cert and that the of this agen the General Agencies,	ERTIFICATION ify that I am author records proposed	for disposal or	r this agency in r	2 page	·(s)·	ining to the disposition are not now needed for I; and that written cond AO Manual for Guidan	r the business
X	s not required;	is a	ttached; or		has	been requested.	
DATE	SIGNATURE OF		RESENTATIVE	TITLE	_		
3/6/00	()esse	F. CM	-	ALTIV Director	,	fice of Administration	
7. ITEM &	. DESCRIPTION OF	TIEM AND PRO	OPOSED DISPOS	ITION		9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	ched sheet - Amer	nd paragraphs 2/	√ - C .			NI-467-97-1	COE ONE I
The cha	nges to this propose		e been approved b				

115-109

NSN 7540-00-634-4064 PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV. 3-91) Prescribed by NARA 36 CFR 1228

ITEM NO.	DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	GRS OR SUPERSEDED JOB CITATION
1.	Exemption Files. Amend the disposition of this job to state	e: NI-467-97-1, 2A
	TEMPORARY. Cut off files two years after date of last official action. Scan items (excluding exemption confident files) into RSPA or DOT/OST's optical disk system.	ial
·	Destroy paper files immediately upon verification that the record copy has been fully and accurately converted to optical disk.	. •
	Delete scanned exemption files when seven years old or when no longer needed for reference purposes.	
2. (2.)	Exemption Confidential Files. Amend the disposition of the job to state:	nis NI-467-97-1, 2B
	TEMPORARY. Cut off closed files two years after last of action.	ficial
	Transfer files with related finding aid (docket log) to FRC. Destroy files seven years after cut off.	
3.	Exemption Background-Working Files. UNCHANGED	NI-467-97-1, 2C
	TEMPORARY. Destroy when no longer needed.	
4.	<u>Electronic versions of records</u> . Created by electronic mail word processing applications.	and NI-467-97-1, 2D
	Add section 2 D to this job to state:	
	Delete when record keeping copy is generated.	

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