

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-GRS-88-002

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

In Fiscal Year 2013, the GRS Team began a five year project to update and revise the General Records Schedules (GRS) under OMB/NARA M-12-18, Managing Government Records Directive. The old GRS was completely superseded.

See <https://www.archives.gov/records-mgmt/grs> for the revised GRS, crosswalks, faqs, tools, and other resources.

Date Reported: 4/2/2019

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK JOB NO. NI-GRS-88-2	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		DATE RECEIVED 10/9/87	
1 FROM (Agency or establishment) National Archives and Records Administration		NOTIFICATION TO AGENCY 11/11/87	
2 MAJOR SUBDIVISION Office of Records Administration		3 DATE OF REQUEST 10/9/87	
3 MINOR SUBDIVISION Records Appraisal and Disposition Division		4 NAME OF PERSON WITH WHOM TO CONFER Jean Keeting	
5 TELEPHONE EXT 724-1457		DATE 12/21/87	
6 CERTIFICATE OF AGENCY REPRESENTATIVE		ARCHIVIST OF THE UNITED STATES <i>Claudia J. Walker</i>	

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of 11 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence **D** is attached, or **is unnecessary**

B DATE 12/21/87		C SIGNATURE OF AGENCY REPRESENTATIVE <i>Kenneth F. Rossman</i>		D TITLE Director, Records Appraisal & Disp.	
7 ITEM NO		8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)		9 GRS OR SUPERSEDED JOB CITATION	
		Additions to General Records Schedule 1: Civilian Personnel Records (attached) <u>FORMER SPOUSE HEALTH BENEFITS FILES</u> Denied eligibility files consisting of applications, court orders, denial letters, appeal letters, and related papers. a. Health benefits denied, not appealed. Destroy three years after denial. b. Health benefits denied, appealed to OPM for reconsideration (1). Appeal successful - benefits granted. Create enrollment file in accordance with FPM letter 890-35.			
				10 ACTION TAKEN (NARS USE ONLY)	

REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION		JOB NO.	PAGE OF
7 ITEM NO	8 DESCRIPTION OF ITEM (With Indus111e Dates or Retention Periods)	9. GRSOR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARSUSE ONLY)
	<p>(2). Appeal unsuccessful - benefits denied.</p> <p>Destroy three years after denial.</p> <p>(Note: pursuant to FPM letter 890-35, enrollment files of spouses eligible for benefits are transferred to OPM when former spouse cancels the enrollment, when enrollment is terminated by the employing office, or when former spouse begins receiving an annuity payment.)</p>		