## **INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE**

Schedule Number: N1-064-02-009

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Superseded by DAA-GRS-2017-0007

Date Reported: 5/26/2021

## **INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE**

REQUEST FOR RECORDS DISPOSITION AUTHORITY			JOB NUMBER N1-064-02-9			
			Date re	Date received 2-25-2002		
8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001 1 FROM (Agency or establishment)						
National Archives & Records Administration			NOTIFICATION TO AGENCI			
2 MAJOR SUBDIVISION			In accord	ance with the provisi	ons of 44 U.S.C. 3303a the	
Office of Human Resources and Information Services			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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10			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 Human Resources Services Division (and constituent units)						
4 NAME OF F CONFER	PERSON WITH WHOM TO	5 TELEPHONE NUMBER	DATE		OF THE UNITED STATES	
	Richard Marcus 713-7330		3/8/02 Will Setting Them			
records proposed for disposal on the attached1_ page are not needed now for the business for this agency or will not b needed after the retention periods specified, and that written concurrence from the General Accounting Office, under th provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,   ✓ Is not required □ is attached, or □ has been requested   DATE SIGNATURE OF AGENCY REPRESENTATIVE TITLE						
FEB 2 2 2002 Scale Wharsens			NARA Records Officer			
7 ITEM NO	8 DESCRIPTION OF ITEM A	ND PROPOSED DISPOSITION	SUF	9 GRS OR PERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)	
	See attached.					
	ac lana a					
,	cc Agency, D.				l	

-

.

,

.

4 A A

**Item 1.** <u>File No. 306-1</u>: Senior Executive Service (SES) Files: Subject files related to management of executive resources. Included are record copies of correspondence, special reports, and NARA notices and interim guidances, and related background materials.

,

<u>Proposed Disposition</u>: Destroy when 3 years old. (GRS 1, item 3) Destroy when 3 years old or when no longer needed for legal or administrative purposes, whichever is longer.

<u>ң</u> ,

;

**Item 2.** <u>File No. 308</u>: Personnel Office Subject Files. Official files (maintained by all NHH units) on various human resources issues and programs that are not provided for elsewhere in this appendix. Included are record copies of correspondence, special reports, and NARA notices and interim guidances, as well as related background materials, such as copies of guidances, regulations, reports, surveys, and forms.

<u>Proposed Disposition</u> Destroy when 3 years old. (GRS-1, item 3) Destroy when 3 years old or when no longer needed for legal or administrative purposes, whichever is longer.

٠