

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0255-2025-0002

Status: APPROVED  
Date Approved: 04/14/2026

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## General Information

Agency or Establishment	National Aeronautics and Space Administration
Record/Scheduling Group	0255 - Records of the National Aeronautics and Space Administration
Records Schedule Applies To	Agency Subdivision
Major Subdivision	NASA Glenn Research Center
Schedule Subject	Security program records of the Space Nuclear Propulsion Office - Cleveland (SNPO-C)
Additional Schedule Information	These records pertain to a legacy program office under the long defunct Nuclear Engines for Rocket Vehicle Applications (NERVA) program. We are seeking a one-time use schedule in order to disposition a small collection of recently discovered classified records from the SNPO-C.
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	No - the records covered by this schedule do not implicate Tribal interests

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## Item Count

Total number of disposition items: 1  
Number of Temporary disposition items: 1  
Number of Permanent disposition items: 0  
Number of Items with Disposition Not Approved: 0  
Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0255-2025-0002

<b>Item #</b>	<b>Title</b>	<b>Disposition</b>
0001	Security Program Records of the Space Nuclear Propulsion Office - Cleveland (SNPO-C)	Temporary

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Records Schedule Items

<b>DAA-0255-2025-0002-0001</b>		<b>STATUS: Active</b>
<b>ITEM GENERAL INFORMATION</b>		
Item Title	Security Program Records of the Space Nuclear Propulsion Office - Cleveland (SNPO-C)	
Item Description	Records relating to the planning and execution of security needs, including information classification, contract classification and contract personnel clearance administration, and miscellaneous memos and reports on security policy and procedure.	
Is this item media neutral?	No	
Media limitation	Paper/analog only	
Is this item a Big Bucket?	No	
<b>MANUAL CITATION</b>		
Agency Code	NRRS 1441.1	
Manual Title	NASA Records Retention Schedules	
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
<b>DISPOSITION INSTRUCTION</b>		
Final Disposition	Temporary	
Cutoff Instructions	There is no cutoff instruction	
Retention Period	Other: Destroy immediately after approval of schedule.	
<b>ADDITIONAL INFORMATION</b>		
Are any of the records covered by this item national security classified?	Yes	
GAO Approval Required	No	

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Signatory Information

<b>Action</b>	<b>User</b>	<b>Date</b>
Approve	Edward Forst (Acting Archivist)	04/14/2026



Office of the Chief  
Records Officer for the  
U.S. Government

This schedule was signed outside of the ERA system using Standard Form 115.

NARA staff updated ERA to reflect this approval, moving the record schedule into an approved status. The approved status allows for generation of a PDF indicating that the schedule has been approved, and allows an agency to use the schedule in ERA to create transfer requests. The approved date in the system and on the PDF version of the records schedule reflects the system actions.