

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0490-2025-0003

Status: APPROVED
Date Approved: 05/19/2026

General Information

Agency or Establishment	Peace Corps
Record/Scheduling Group	0490 - Records of the Peace Corps
Records Schedule Applies To	Agency-wide
Schedule Subject	Safety and Security Instruction Records
Additional Schedule Information	A series of guides for Safety and Security staff at HQ and Posts on how to carry out safety related tasks.
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-0490-2025-0003

Item #	Title	Disposition
0001	Safety and Security Instruction Records	Temporary

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Records Schedule Items

DAA-0490-2025-0003-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Safety and Security Instruction Records	
Item Description	Safety and Security Instructions consist of instructions and/or guidelines for Safety and Security staff both at HQ and Posts around the world on how to how to conduct various activities involving Safety and Security staff. Instructions can include step by step guides on how to conduct a safety evaluation for a proposed housing location; how and when to conduct safety trainings; how to record and report on security incidents; etc.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off when superseded, rescinded, or discontinued	
Retention Period	Destroy 6 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

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Signatory Information

Action	User	Date
Approve	Edward Forst (Acting Archivist)	05/19/2026



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.