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NATIONAL ARCHIVES and
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8601 ADELPHI ROAD
COLLEGE PARK, MD 20740-6001
www.archives.gov

Date: June 14, 2018
Appraiser: Carla Simms, ACR
Agency: US Forest Service
Subject: DAA-0095-2018-0005

INTRODUCTION

Schedule Overview

Organization and Position Management

Additional Background Information

Organization and Position Management records are created to organize and arrange work at all levels of the agency to achieve Forest Service mission and program goals in the most effective and economical manner.

Overall Recommendation

I recommend approval of the attached schedule.

APPRAISAL

Item 0001: Organization and Position Management Case Files

Proposed Disposition: Temporary

Appropriateness of Proposed Disposition: Appropriate

Appraisal Justification:

- * Previously approved as temporary. (N1-095-10-004 / 5; N1-095-10-004 / 6; N1-095-10-004 / 7)
- * Has little or no research value. The records are administrative in nature and do not warrant permanent retention once the business needs of the agency have been met.
- * Does not document significant actions of Federal officials.

Adequacy of Proposed Retention Period: Adequate from the standpoint of legal rights and accountability

Media Neutrality: Approved


Carla Simms
Appraiser