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