

NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-138-99-004

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 8/10/2022

ACTIVE ITEMS

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

All items except those listed below are active.

SUPERSEDED AND OBSOLETE ITEMS

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

Item 1A is superseded by N1-138-10-004, item 9.

Item 1C is superseded by DAA-GRS-2016-0016-0002.

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

1 FROM (Agency or establishment)
Federal Energy Regulatory Commission

2 MAJOR SUBDIVISION

3 MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER 5 TELEPHONE
Kathy Quijada 202-208-1748

LEAVE BLANK (NARA use only)

JOB NUMBER
N1-138-99-4

DATE RECEIVED
1-25-99

NOTIFICATION TO AGENCY

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

DATE ARCHIVIST OF THE UNITED STATES
7-6-00 [Signature]

6 AGENCY CERTIFICATION

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE: 1/20/99
SIGNATURE OF AGENCY REPRESENTATIVE: Katherine Quijada
TITLE: Records Management Officer

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	Please revise FERC Records Schedule VIII, Records Common to All Offices to include the following.		

FERC Records Schedule VIII
Records Common to All Offices

1. Management/Consulting Reports

Documents accumulated in planning, administering, conducting, and assisting in management, manpower studies, surveys and evaluations (including those performed by contractors) of operations, systems procedures, methods, and staffing for developing, recommending, and implementing improvements. Case files may include the finalized report, project requests or authorizations, project plans, milestone charts, briefing material, conceptual models, surveys, operational reviews, manpower utilization material, and related records.

A. Recordkeeping Copy

DISPOSITION: Temporary. Cut off when study is completed and no further actions are necessary. Destroy 5 years after cutoff.

B. Working Papers

DISPOSITION: Temporary. Cut off at end of fiscal year in which study was completed. Destroy 3 years after cutoff.

C. Electronic versions of records created or received by electronic mail or word processing applications.

DISPOSITION: Temporary. Delete when file copy is generated.