

DEPARTMENT OF ENERGY DOE 3.1: General Technology Management

General Records Schedule (GRS)							
Note: GRS items listed below may have been listed in the DOE Administrative Schedules, as a DOE schedule with a GRS authority.							
New GRS 3.1				Old Authorities			
Schedule No.	item No.	Retention	ERA Number/ Disposition Authority	Schedule No.	item No.	Retention	Disposition Authority
GRS 3.1	010	5 years	DAA-GRS-2013-0005-0006	GRS 20	1a	When no longer needed	N1-GRS-95-2, item 1a
				GRS 24	11a	1 year	N1-GRS-03-1, item 11a
				GRS 24	11b	5 years	N1-GRS-03-1, item 11b
				GRS 24	11c	3 years	N1-GRS-03-1, item 11c
GRS 3.1	011	5 years	DAA-GRS-2013-0005-0007	GRS 16	9	5 years	N1-GRS-81-7, item 1
				GRS 20	1a	When no longer needed	N1-GRS-95-2, item 1a
GRS 3.1	012	When related master file is deleted	DAA-GRS-2013-0005-0008	GRS 20	10	When related master file is deleted	N1-GRS-87-5, item 10
GRS 3.1	020	3 years	DAA-GRS-2013-0005-0004	GRS 20	1a	When no longer needed	N1-GRS-95-2, item 1a
				GRS 24	2	3 years	N1-GRS-03-1, item 2
				GRS 24	3a	1 year	N1-GRS-03-1, item 3a
				GRS 24	3b(2)	3 years or 1 year	N1-GRS-03-1, item 3b(2)
				GRS 24	8a	1 year	N1-GRS-03-1, item 8a
				GRS 24	8b	1 year	N1-GRS-03-1, item 8b
				GRS 24	8c	3 years	N1-GRS-03-1, item 8c
				GRS 24	9a	3 years	N1-GRS-03-1, item 9a
				GRS 24	9b	3 years	N1-GRS-03-1, item 9b
GRS 3.1	030	5 years	DAA-GRS-2013-0005-0005	GRS 24	3b(1)	1 year	N1-GRS-03-1, item 3b(1)
GRS 3.1	040	5 years	DAA-GRS-2013-0005-0010	GRS 24	1a	5 years or 1 year	N1-GRS-03-1, item 1a
				GRS 24	1b	3 years or 1 year	N1-GRS-03-1, item 1b
GRS 3.1	050	Permanent	DAA-GRS-2013-0005-0002	GRS 20	11a(2)	Permanent	N1-GRS-07-4, item 11a(2)
GRS 3.1	051	5 years	DAA-GRS-2013-0005-0003	GRS 20	11a(1)	When related master file is deleted	N1-GRS-07-4, item 11a(1)