

## Frequently Asked Questions (FAQs) about GRS 6.2, Federal Advisory Committee Records

### INTRODUCTION

#### 1. What is the purpose of DOE 6.2?

DOE does not have a DOE 6.2, all records created relating to Federal Advisory Committees are scheduled under GRS 6.2.

#### 2. Who may I contact to request more information about this schedule?

You may contact the DOE Records Disposition Schedule Technical Team at [DOERM@hq.doe.gov](mailto:DOERM@hq.doe.gov) with questions about this schedule.

#### 3. Items Cross-Walked to GRS 6.2:

- Item 010 – Substantive Committee Records (Non-Grant Review Committees)

Consolidated two (2) schedule items with GRS 6.2, item 010. Previously:

Schedule No.	Item No.	Retention	Disposition Authority
ADM 16	8b(1.1)	Permanent	N1-434-98-19, Item 8b(1.1)
ADM 16	8b(1.2)	Permanent	N1-434-98-19, Item 8b(1.2)

- Item 060 – Committee Management Records

No change except from 5 years to 3 years. Previously:

Schedule No.	Item No.	Retention	Disposition Authority
ADM 16	8c	5 years	N1-434-98-19, Item 8c

#### 4. What updates has DOE made to the GRS?

The only update DOE has made to the GRS is to add a note to the description that for records relating to committees and conference that do not fall under the Federal Advisory Committee Act (FACA), please continue to utilize current schedules.

#### 5. Why are you removing items that were in the old DOE Administrative Schedule?

The following schedules were rescinded as non-record (copies held by other offices):

Schedule	Item	Retention	Disposition Authority
ADM 16	8d(1)(b)	3 years	N1-434-01-8, item 8d(1)(b)
ADM 16	8d(2)(b)	3 years	N1-434-01-8, item 8d(2)(b)
ADM 16	8d(3)(b)	10 years	N1-434-01-8, item 8d(3)(a)