

ED Records Schedule

SCHEDULE LOCATOR NO.: 034

APPROVED DATE: 8/19/2009

TITLE: Office for Civil Rights, Delegation Agreements

PRINCIPAL OFFICE: Office for Civil Rights (OCR)

NARA DISPOSITION AUTHORITY: N1-441-08-7

DESCRIPTION:

Records relating to arrangements with agencies designating ED as the agency responsible for enforcing Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1973 and Title II of the Americans with Disabilities Act of 1990 with respect to educational institutions. In addition, records relate to OCR's enforcement of the Boy Scouts of America Equal Access Act (Section 9525 of the Elementary and Secondary Education Act of 1965, as amended by the No Child Left Behind Act of 2001). Records include but are not limited to correspondence, draft copies of agreements, notes from interagency meetings, and draft Federal Register notices.

As these records may be maintained in different media formats, this schedule is written to authorize the disposition of the records in any media (media neutral). Records that are designated for permanent retention and are created and maintained electronically will be transferred to NARA in an approved electronic format.

DISPOSITION INSTRUCTIONS:

a. Record Copy

PERMANENT

Cut off annually when superseded by the next agreement. Transfer to the National Archives 5 years after cutoff.

b. Duplicate Copies Maintained for Reference Purposes and That do not Serve as the Record Copy

TEMPORARY

Destroy/delete when no longer needed for reference.

IMPLEMENTATION GUIDANCE:

ARRANGEMENT/ANNUAL ACCUMULATION:

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By agency/One cubic foot per year.

PREVIOUS NARA DISPOSITION AUTHORITY:

SPECIFIC LEGAL REQUIREMENTS:

Title VI of the Civil Rights Act of 1964

Title IX of the Higher Education Amendments of 1972

Section 504 of the Rehabilitation Act of 1973

The Age Discrimination Act of 1975

Title II of the Americans with Disabilities Act of 1990

Boy Scouts of America Equal Access Act (Section 9525 of the Elementary and Secondary Education Act of 1965, as amended by the No Child Left Behind Act of 2001).

SPECIFIC RESTRICTIONS:

LINE OF BUSINESS: Compliance

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