

REFERENCES. These HUD issuances provide more information on the records disposition management program:

1. Records Disposition Management Policy, Handbook 2228.1 : Contains the records disposition management objectives, policies and responsibilities as well as an overview of program requirements for HUD managers.
2. Records Disposition Management Procedural Supplement, 2228.1 SUPP-1: Contains the detailed procedures and requirements for HUD's records disposition management program. It includes guidelines on the preparation and use of records disposition schedules, retirement of records to the Federal Records Center, disposal of records in HUD offices, and removal and use of records by former HUD employees.
3. General Records Schedules, Handbook 2228.2: Contains the General Records Schedules (GRS) issued by NARA to provide disposition standards for records common to most Federal agencies, mainly on administrative functions. Use of the GRS is mandatory for all Federal agencies.
4. HUD Records Disposition Schedules, Handbook 2225.6: Contains the records disposition schedules developed to cover HUD records.