



Office of the Chief  
Records Officer for the  
U.S. Government

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Date: October 20, 2020

**MEMORANDUM TO FEDERAL AGENCY CONTACTS:** Updates to FAQs about Records Management during the COVID-19 Pandemic

Last April, NARA issued an FAQ to answer several questions we received about federal records management and the COVID-19 pandemic. Today we are issuing a update to the [COVID FAQ](#), particularly updating the answers to questions about scheduling records and using the General Records Schedule (GRS). Our office has

been monitoring questions about the GRS and employee health and safety records and is working on updates to the existing GRS to cover some of the records now being created as federal employees return to facilities.

If you have additional questions or require assistance, please contact your [NARA appraisal archivist](#) or the [GRS team](#).

**LAURENCE BREWER**

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