

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0064-2011-0004

Status: INACTIVE
Date Approved: 01/19/2012

General Information

Agency or Establishment	National Archives and Records Administration
Record/Scheduling Group	0064 - Records of the National Archives and Records Administration
Records Schedule Applies To	Agency Subdivision
Major Subdivision	General Counsel
Schedule Subject	Returned (Undeliverable) Notification Letters
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	Predate requirement

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Item Count

Total number of disposition items: 1

Number of Temporary disposition items: 1

Number of Permanent disposition items: 0

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 1

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Outline of Records Schedule Items for DAA-0064-2011-0004

Item #	Title	Disposition
0001	Returned (Undeliverable) Notification Letters	Temporary

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Records Schedule Items

DAA-0064-2011-0004-0001		STATUS: INACTIVE - NOT FOR USE
ITEM GENERAL INFORMATION		
Item Title	Returned (Undeliverable) Notification Letters	
Item Description	Outgoing mail that was returned as undeliverable, consisting of letters notifying individuals of a breach in the protection of their personally identifiable information (PII) after a Clinton White House external hard drive maintained by NARA was confirmed to be missing. The uniform letters were addressed to individuals whose names and other identifiers were stored on the hard drive, informing them that their privacy may have been compromised, and offering one year of free credit monitoring. Years: 2009-2010	
Is this item media neutral?	No	
Media limitation	Paper/analog only	
Is this item a Big Bucket?		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
DO NOT USE. Obsolete because records were disposed of at the FRC (PT-064-2011-0296) on 12/27/2023.		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cut off at end of year.	
Retention Period	Destroy 1 year(s) after cut-off	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?		
GAO Approval Required	No	

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Signatory Information

Action	User	Date
Approve	David Ferriero	01/19/2012