

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0065-2022-0001

Status: APPROVED
Date Approved: 05/09/2024

General Information

Agency or Establishment	Federal Bureau of Investigation
Record/Scheduling Group	0065 - Records of the Federal Bureau of Investigation
Records Schedule Applies To	Agency-wide
Schedule Subject	Career Board Records
Additional Schedule Information	The Federal Bureau of Investigation (FBI) employs the use of interview and review boards in the filling of some job vacancies. This includes boards for professional staff, senior executive service and special agents. This schedule does not apply to policy records, which are covered under disposition authority N1-065-06-013.
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	No- The records covered by this schedule do not implicate Tribal interests

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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: 0

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Outline of Records Schedule Items for DAA-0065-2022-0001

Item #	Title	Disposition
0001	Career Board Matters	Temporary

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Records Schedule Items

DAA-0065-2022-0001-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Career Board Matters	
Item Description	This series covers the documentation created as a result of career board deliberations generated in conjunction with the filling of vacant positions. Examples of these records include copies of the vacancy announcement, applications, candidate lists, board meeting agenda, recommendations, notes and summary of the board's deliberations, and similar records relating to filling the position. Career board proceedings may be recorded and these recordings are included in this series.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-0060-2016-0004-0001	Yes	FBI Career Board Records only
Is this item a deviation from the GRS?	Yes	
	GRS Disposition Authority List	
Disposition Authority	Title	
DAA-GRS-2014-0002-0008		
Justification for GRS Deviation	See dossier	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff at the end of the calendar year in which the board was concluded.	
Retention Period	Destroy 10 year(s) after cutoff or when final adjudication of litigation occurs, whichever is later	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

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Signatory Information

Action	User	Date
Accept	Amy Shilane	01/10/2024
Approve	Colleen Shogan	05/09/2024