

Request for Records Disposition Authority

Records Schedule Number: **DAA-0361-2013-0010**
 Schedule Status: **Returned Without Action**
 Agency or Establishment: **Defense Logistics Agency**
 Record Group / Scheduling Group: **Records of the Defense Logistics Agency**
 Records Schedule applies to: **Agency-wide**
 Schedule Subject: **110.73 Contracting Officer's Representative (COR) Files.**
 Internal agency concurrences will be provided: **No**

Background Information: **110.73 Contracting Officer's Technical representative (COTR) Files needs to be changed to Contracting Officer's Representative (COR) Files based on the use of CORs in the agency and aligns with the DoD COR Handbook dated March 22, 2012.**

Item Count

| Number of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |
|-----------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|
| 0 | 0 | 0 | 1 |

WITHDRAWN

GAO Approval

Outline of Records Schedule Items for DAA-0361-2013-0010

| Sequence Number |
|-----------------|
|-----------------|

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|---|
| 1 |
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| 110.73 Contracting Officer's Representative (COR) Files. Disposition Authority Number: DAA-0361-2013-0010-0001 |
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WITHDRAWN

Records Schedule Items

| | | |
|-----------------|---|--|
| Sequence Number | | |
| 1 | <p>110.73 Contracting Officer's Representative (COR) Files.</p> <p>Disposition Authority Number DAA-0361-2013-0010-0001</p> <p>Records relating to contract oversight and receipt/acceptance of goods and services by individual offices assigned responsibility. Includes documentation such as copies of contracts and modifications, correspondence, inspection and performance reports, and related reports.</p> <p>Final Disposition Temporary</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p>Do any of the records covered by this item exist as unstructured electronic data? Yes</p> | |
| WITHDRAWN | | |
| | Manual Citation | Manual Title |
| | N1-361-91-2 | DLA Records Disposition Schedule |
| | Disposition Instruction | |
| | Retention Period | <p>Upon completion or termination of the contract (or as otherwise directed by the Contracting Officer), forward the COR file to the Contracting Officer for retention in the official contract file.</p> |
| | Additional Information | |
| | GAO Approval | <p>Not Required</p> |

Agency Certification

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

| Date | Action | By | Title | Organization |
|------------|-----------------------|---------------|-----------------|---|
| 05/28/2013 | Certify | Cecilia Wiker | Records Manager | Information Operations - Document Services |
| 07/03/2013 | Return Without Action | David Weber | for | National Archives and Records Administration - Records Management Services |

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