

# INACTIVE - ALL ITEMS SUPERSEDED

## Request for Records Disposition Authority

Records Schedule Number DAA-0361-2017-0001  
Schedule Status Modified Approved Version

Agency or Establishment Defense Logistics Agency  
Record Group / Scheduling Group Records of the Defense Logistics Agency  
Records Schedule applies to Major Subdivision  
Major Subdivision Disposition Services  
Schedule Subject Personally Owned Abandoned Property  
Internal agency concurrences will be provided No

Background Information Based on DoD 7000.14-R Vol 11A-ch 5 and Title 10 U.S.C. 2575 the statute of limitation to file a claim relative to Personally Owned Abandoned property is 5 years.

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

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## Outline of Records Schedule Items for DAA-0361-2017-0001

Sequence Number
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1	Personally Owned Abandoned Property Disposition Authority Number: DAA-0361-2017-0001-0001
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## Records Schedule Items

Sequence Number					
1	<p><b>Personally Owned Abandoned Property</b></p> <p>Disposition Authority Number      DAA-0361-2017-0001-0001</p> <p>Documentation for the disposition of lost, abandoned or unclaimed personal property that comes into the custody or control of a Department of Defense activity either as received, released, or destroyed. Documents may include DD1348, certificates, list of serial numbers accompanying turn-in documents or similar documents that identify the property.</p> <p>Final Disposition                      Temporary</p> <p>Item Status                              Inactive</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 structured electronic data?                              No</p> <table border="1"><thead><tr><th>Manual Citation</th><th>Manual Title</th></tr></thead><tbody><tr><td>4160.63</td><td>DLA Records Schedule</td></tr></tbody></table> <p>Inactive Status Explanation            This item is inactive because it was superseded by New Disposition Authority Number: DAA-GRS-2017-0006-0007 The RO, Cecilia Wiker, notified Galen Wilson on March 2, 2022, that she agreed to the inactivation of this item and that DLA would use the GRS for this series.</p> <p>Disposition Instruction</p> <p>Cutoff Instruction                      Cutoff at the end of the Calendar Year</p> <p>Retention Period                        Destroy 5 year(s) after cutoff</p> <p>Additional Information</p> <p>GAO Approval                              Not Required</p>	Manual Citation	Manual Title	4160.63	DLA Records Schedule
Manual Citation	Manual Title				
4160.63	DLA Records Schedule				

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## 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
11/03/2016	Certify	Cecilia Wiker	Records Manager	Information Operations - Document Services
02/22/2017	Submit for Concurrency	David Weber	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
03/01/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/01/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/02/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist