

Request for Records Disposition Authority

Records Schedule Number DAA-0361-2017-0008

Schedule Status Approved

Agency or Establishment Defense Logistics Agency

Record Group / Scheduling Group- Records of the Defense Logistics Agency

Records Schedule applies to Agency-wide

Schedule Subject Quality Assurance

Internal agency concurrences will be provided No

Background Information Electronic components have a shelf life of more than 30 years. All documentation is needed for historical procurement and legal review for DLA and DoD.

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of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |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

Outline of Records Schedule Items for DAA-0361-2017-0008

| Sequence Number | |
|-----------------|---|
| 1 | Technical Data Files Disposition Authority Number: DAA-0361-2017-0008-0001 |

Records Schedule Items

| Sequence Number | | | | | |
|------------------------|---|-----------------|--------------|----------------|-----------------------------|
| 1 | <p>Technical Data Files</p> <p>Disposition Authority Number DAA-0361-2017-0008-0001</p> <p>Report data used for qualification of DLA managed military specifications for QML/QPL products. Includes specifications, standards, drawings and blueprints of DLA managed items used to support technical inspection of a product.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</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" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> <tr> <td>4155.30</td> <td>DLA Records Schedule</td> </tr> </table> <p>GRS or Superseded Authority Citation N1-361-91-14 Item 777.10</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cutoff at end of calendar year</p> <p>Retention Period Destroy 30 year(s) after cutoff</p> <p>Additional Information</p> <p>GAO Approval Not Required</p> | Manual Citation | Manual Title | 4155.30 | DLA Records Schedule |
| Manual Citation | Manual Title | | | | |
| 4155.30 | DLA Records Schedule | | | | |

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 |
|------------|------------------------|------------------|---|---|
| 08/08/2017 | Certify | Cecilia Wiker | Records Manager | Information Operations - Document Services |
| 11/27/2017 | Submit for Concurrency | David Weber | Senior Appraisal Archivist | National Archives and Records Administration - Records Management Services |
| 11/27/2017 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 11/27/2017 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 12/01/2017 | Approve | David Ferrero | Archivist of the United States | Office of the Archivist - Office of the Archivist |