

### 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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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><b>Technical Data Files</b></p> <p>Disposition Authority Number      <b>DAA-0361-2017-0008-0001</b></p> <p><b>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.</b></p> <p>Final Disposition                      <b>Temporary</b></p> <p>Item Status                                <b>Active</b></p> <p>Is this item media neutral?            <b>Yes</b></p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      <b>Yes</b></p> <p>Do any of the records covered by this item exist as structured electronic data?                      <b>No</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><b>4155.30</b></td> <td style="text-align: center;"><b>DLA Records Schedule</b></td> </tr> </tbody> </table> <p>GRS or Superseded Authority Citation      <b>N1-361-91-14 item 777.10</b></p> <p><b>Disposition Instruction</b></p> <p>Cutoff Instruction                        <b>Cutoff at end of calendar year</b></p> <p>Retention Period                         <b>Destroy 30 year(s) after cutoff</b></p> <p><b>Additional Information</b></p> <p>GAO Approval                              <b>Not Required</b></p>	Manual Citation	Manual Title	<b>4155.30</b>	<b>DLA Records Schedule</b>
Manual Citation	Manual Title				
<b>4155.30</b>	<b>DLA Records Schedule</b>				

### 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 Concurrence	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 Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist