

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0361-2021-0019

Status: APPROVED
Date Approved: 04/08/2024

General Information

Agency or Establishment	Defense Logistics Agency
Record/Scheduling Group	0361 - Records of the Defense Logistics Agency
Records Schedule Applies To	Agency-wide
Schedule Subject	Production and Value Engineering
Additional Schedule Information	Records relating to production/manufacturing supplies and implementation of the Value Engineering Program for DLA Managed material
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: 22

Number of Temporary disposition items: 22

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-0361-2021-0019

Item #	Title	Disposition
0002	Manufacturing.	Temporary
0003	Production Surveillance Files.	Temporary
0004	Production Surveillance Requests and Status Reporting.	Temporary
0005	Priorities and Allocations.	Temporary
0006	Utilization Surveys.	Temporary
0007	Situation Reports.	Temporary
0008	Pricing Management.	Temporary
0009	Pricing Registers.	Temporary
0010	Contractor Pricing General.	Temporary
0011	Price/Cost Analysis-Contract Pricing	Temporary
0012	Price/Cost Analysis Case Files.	Temporary
0013	Post-award Overpricing-Routine Files.	Temporary
0014	Production Control Files.	Temporary
0015	Manufacturing Methods Project Files.	Temporary
0016	Special Measurement and Orthopedic Footwear Files.	Temporary
0017	Quality Control Files.	Temporary
0018	Value Engineering Projects and Studies.	Temporary
0019	Value Engineering Reporting.	Temporary
0020	Value Engineering Change Proposal (VECP) Program Presentations.	Temporary
0021	Replenishment Parts Purchases and Loans.	Temporary
0022	Price/Cost Analysis-Defective Cost or Pricing, Catalog Data.	Temporary
0023	Post-award Overpricing-High Visibility Files.	Temporary

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Records Schedule Items

DAA-0361-2021-0019-0002		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Manufacturing.	
Item Description	Documents relating to manufacturing of supplies in DLA-operated manufacturing facilities. Documents relative to manufacturing and production in commercial or other than DLA-operated facilities should be filed under record series 5000.18.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	4200.1	
Manual Title	DLA Records Retention Schedule	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
NN-168-94 / 920.01	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off at end of Calendar year.	
Retention Period	Destroy 10 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0361-2021-0019-0003		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Production Surveillance Files.	

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Item Description	Contract abstracts, modifications, production contract analysis and surveillance plan, correspondence, shipping documents, Quality Discrepancy Reports (QDRs), status requests, acceleration requests, progress payment records, and related documents pertaining to production activities.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	5000.66	
Manual Title	DLA Records Retention Schedule	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-361-91-013 / 834.20	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff at end of Event.	
Retention Period	Other: Destroy 1 year after completion of contract except contracts in litigation, forward pertinent documents to assigned ACO.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0361-2021-0019-0004		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Production Surveillance Requests and Status Reporting.	
Item Description	Logs, status requests, analyses and reports relating to abstract data corrections, contractor progress payments, acceleration, delivery and similar areas used to perform production surveillance, follow-up and liaison; conduct progress payment evaluations, overtime analyses, miscellaneous surveys, and to report on progress and status.	
Is this item media neutral?	Yes	

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Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	5000.67
Manual Title	DLA Records Retention Schedule
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
N1-361-91-013 / 834.25	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Cut off at end of Fiscal year.
Retention Period	Destroy 2 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0361-2021-0019-0005	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Priorities and Allocations.
Item Description	Contractor requests, IPR review and recommendations, and similar documents related to processing of requests for special assistance for materials.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	5000.72
Manual Title	DLA Records Retention Schedule
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation

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N1-361-91-013 / 834.70	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Cut off at end of Fiscal year.
Retention Period	Destroy 5 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0361-2021-0019-0006	STATUS: Active	
ITEM GENERAL INFORMATION		
Item Title	Utilization Surveys.	
Item Description	Survey report, backup materials, random sample findings, rental audits, and similar records related to utilization survey of active Plant Equipment Package (PEP) and Government-furnished equipment to ensure utilization limited to Government contract items.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	5000.73	
Manual Title	DLA Records Retention Schedule	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-361-91-013 / 834.80	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off at end of Fiscal year.	
Retention Period	Destroy 5 year(s) after cutoff	
ADDITIONAL INFORMATION		

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Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0361-2021-0019-0007	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Situation Reports.
Item Description	Reports regarding urgent or emerging Defense issues related to programs at contractor plants.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	5000.83
Manual Title	DLA Records Retention Schedule
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
N1-361-91-006 / 890.30	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Cut off at end of Fiscal year.
Retention Period	Destroy 1 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0361-2021-0019-0008	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Pricing Management.

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Item Description	Documents relating to the overall administration of pricing functions. Includes Documents relating to the implementation of pricing policies and related regulations and instructions, and the conduct and reporting of pricing programs	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	5000.13	
Manual Title	DLA Records Retention Schedule	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-361-91-004 / 814.10	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff at end of Event.	
Retention Period	Other: Destroy 6 years after supersession or obsolescence.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0361-2021-0019-0009		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Pricing Registers.	
Item Description	Registers maintained to record and control the assignment of pre-award price analysis requests, post-award overpricing reviews, voluntary refund efforts, contract audit follow-up, and other reviews and assistance provided by pricing.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	5000.15	
Manual Title	DLA Records Retention Schedule	

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SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Items	
Superseded Item	Item Superseded in Part? Explanation
N1-361-91-004 / 814.30	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: Cutoff at end of Event.
Retention Period	Other: Destroy 6 years after final entries are made on all procurement actions entered for a fiscal year.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0361-2021-0019-0010	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Contractor Pricing General.
Item Description	Contractor catalogs, price lists, financial statements, correspondence and other pricing and financial information and reports of externally and internally performed reviews, along with all supporting documents, relevant to the estimating, pricing, accounting, billing and financial policies, procedures, practices, and capability/status of specific contractors.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	5000.16
Manual Title	DLA Records Retention Schedule
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Items	
Superseded Item	Item Superseded in Part? Explanation

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N1-361-91-004 / 814.50	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: Cutoff at end of Event.
Retention Period	Other: Destroy after 5 years, except documents associated with controversial matters or which establish an historical pricing data bank. Excepted records shall be retained beyond the aforementioned period until their purpose has been served and then destroyed.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0361-2021-0019-0011		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Price/Cost Analysis-Contract Pricing		
Item Description	Correspondence, reports, and all supporting documents of price/cost analyses in support of a specific contract action, including pre-award pricing, contract re-pricing, terminations, etc.		
Is this item media neutral?	Yes		
Is this item a Big Bucket?	No		
MANUAL CITATION			
Agency Code	5000.17		
Manual Title	DLA Records Retention Schedule		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-361-91-004 / 814.70B	No		
Is this item a deviation from the GRS?	No		
DISPOSITION INSTRUCTION			
Final Disposition	Temporary		

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Cutoff Instructions	Other: Cutoff at end of Event. Event is at end of contract pricing review.
Retention Period	Other: Destroy after 4 years but longer retention is authorized if needed for business use.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0361-2021-0019-0012	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Price/Cost Analysis Case Files.
Item Description	Requests for price/cost analysis; pre-analysis assignment sheets; case file indexes; pricing checklists; requests for audit, technical or other assistance; intrinsic value review statements; contractor proposals; price analysis and audit reports; pre-analysis reviews; TACPs; contractor information; correspondence; work papers and related documentation used to perform price/cost analyses of contractor proposals; implement cost monitoring programs; analyze contractor requests for progress payments; conduct analyses of funding reports; perform reviews and evaluations of subcontracts and purchase orders; and to determine the impacts of contract costs, prices of overhead, allowability of costs, financial systems, cost accounting standards, advance agreements and similar items.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	5000.56
Manual Title	DLA Records Retention Schedule
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Item	Superseded Items Item Superseded Explanation in Part?
N1-361-91-013 / 814.70B	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	

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Final Disposition	Temporary
Cutoff Instructions	Cut off at end of Fiscal year.
Retention Period	Destroy 4 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0361-2021-0019-0013		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Post-award Overpricing-Routine Files.		
Item Description	Correspondence, reports, and all supporting documents of post-award reviews of potential overpricing and recoupment actions with an award or group of awards involving a specific National Stock Numbered item or group of items.		
Is this item media neutral?	Yes		
Is this item a Big Bucket?	No		
MANUAL CITATION			
Agency Code	5000.18		
Manual Title	DLA Records Retention Schedule		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-361-91-004 / 814.90B	No		
Is this item a deviation from the GRS?	No		
DISPOSITION INSTRUCTION			
Final Disposition	Temporary		
Cutoff Instructions	Other: Cutoff at end of post-award review.		
Retention Period	Other: Destroy after 4 years but longer retention is authorized if needed for business use		
ADDITIONAL INFORMATION			
Are any of the records covered by this item national security classified?	No		
GAO Approval Required	No		

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DAA-0361-2021-0019-0014		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Production Control Files.	
Item Description	Work orders, job orders, turn-in slips, issue slips, estimate sheets, production reports, and other papers relating to the scheduling, dispatch, follow-up, and control of items to be manufactured.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	4200.2	
Manual Title	DLA Records Retention Schedule	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
NN-168-94 / 920.05	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff at end of Event.	
Retention Period	Other: Place in inactive file upon completion of related work and destroy after 5 years.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0361-2021-0019-0015		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Manufacturing Methods Project Files.	
Item Description	Documents relating to the improvement, modification, and modernization of manufacturing processes and procedures, such as drawings, photographs, job orders, routing sheets, reports of revised processes and procedures, and related papers.	
Is this item media neutral?	Yes	

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Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	4200.3
Manual Title	DLA Records Retention Schedule
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Items	
Superseded Item	Item Superseded in Part? Explanation
NN-168-94 / 920.10	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: Cutoff at end of Event.
Retention Period	Destroy 5 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0361-2021-0019-0016	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Special Measurement and Orthopedic Footwear Files.
Item Description	Case files, requisitions for construction of special measurement and orthopedic footwear items (boots and shoes). Included are DD Form 150, Special Measurement Blank for Special Measurement/Orthopedic Boots and Shoes, DOFC Form 10, Fitting Report - Special Footwear, and related documents.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	4200.4
Manual Title	DLA Records Retention Schedule
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Items	

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Superseded Item	Item Superseded in Part?	Explanation
NC1-361-81-001 / 1	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off at end of Calendar year.	
Retention Period	Other: Destroy after 5 years unless specific information on individual cases justify further retention, in which case files will be destroyed when no longer needed.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0361-2021-0019-0017		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Quality Control Files.	
Item Description	In process inspection sheets, rework records, reports reflecting frequency distribution of manufacturing defects, and related papers maintained for detection, prevention, and control of manufacturing defects.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	4200.5	
Manual Title	DLA Records Retention Schedule	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation
NN-168-94 / 920.20	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	

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Cutoff Instructions	Cut off when final production order for related component is complete
Retention Period	Destroy 3 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0361-2021-0019-0018		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Value Engineering Projects and Studies.		
Item Description	Should-cost analyses, value engineering change proposals, reverse engineering projects, price challenges, and related records pertaining to projects. Includes the following types of records: <ul style="list-style-type: none"> • Resulting in Cost Savings • Not Resulting in Cost Savings 		
Is this item media neutral?	Yes		
Is this item a Big Bucket?	No		
MANUAL CITATION			
Agency Code	4245.1		
Manual Title	DLA Records Retention Schedule		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-361-91-016 / 710.10A	No		
N1-361-91-016 / 710.10B	No		
Is this item a deviation from the GRS?	No		
DISPOSITION INSTRUCTION			
Final Disposition	Temporary		
Cutoff Instructions	Cut off at end of Fiscal year.		
Retention Period	Other: Destroy after 6 years, or when no longer needed for reference or research, whichever is later.		
ADDITIONAL INFORMATION			

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Are any of the records covered by this item national security classified?	No
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ITEM GENERAL INFORMATION	
Item Title	Value Engineering Reporting.
Item Description	Statistical reports on value engineering program activities including projects, savings, items screened and similar information.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	4245.3
Manual Title	DLA Records Retention Schedule
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded Explanation in Part?
N1-361-91-016 / 710.30	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Cut off at end of Fiscal year.
Retention Period	Destroy 3 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0361-2021-0019-0020	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Value Engineering Change Proposal (VECP) Program Presentations.

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Item Description	Presentations and related documents on efforts to encourage contractor submission of VECs including business conference programs and similar efforts.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	4245.4	
Manual Title	DLA Records Retention Schedule	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-361-91-016 / 710.40	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off at end of Fiscal year.	
Retention Period	Other: Destroy after 1 year, or when superseded, whichever is sooner.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0361-2021-0019-0021	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Replenishment Parts Purchases and Loans.
Item Description	Informational copies of contracts and agreements for the loan or sale of items to contractors for engineering purposes.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	4245.5
Manual Title	DLA Records Retention Schedule
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	

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Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
N1-361-91-016 / 710.50	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Cut off at end of Fiscal year.
Retention Period	Other: Destroy 1 year after return of item or sale, as applicable.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0361-2021-0019-0022	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Price/Cost Analysis-Defective Cost or Pricing, Catalog Data.
Item Description	Correspondence, reports, and all supporting documents of price/cost analyses in support of a specific contract action, including pre-award pricing, contract re-pricing, terminations, etc.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	4245.30.01
Manual Title	DLA Records Retention Schedule
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
N1-361-91-004 / 814.70A	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0361-2021-0019

Status: APPROVED
Date Approved: 04/08/2024

Final Disposition	Temporary
Cutoff Instructions	Other: Cutoff at end of pricing Event.
Retention Period	Other: Destroy after 9 years if the resulting contract action is subject to price reduction due to defective cost or pricing data, catalog data, etc.but longer retention is authorized for business use.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0361-2021-0019-0023		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title	Post-award Overpricing-High Visibility Files.		
Item Description	Correspondence, reports, and all supporting documents of post-award reviews of potential overpricing and recoupment actions with an award or group of awards involving a specific National Stock Numbered item or group of items.		
	Note: High visibility includes newspaper articles, public hearings or related to controversial matters.		
Is this item media neutral?	Yes		
Is this item a Big Bucket?	No		
MANUAL CITATION			
Agency Code	4245.33.01		
Manual Title	DLA Records Retention Schedule		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-361-91-004 / 814.90A	No		
Is this item a deviation from the GRS?	No		
DISPOSITION INSTRUCTION			
Final Disposition	Temporary		
Cutoff Instructions	Other: Cutoff at end of post-award review.		

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0361-2021-0019

Status: APPROVED
Date Approved: 04/08/2024

Retention Period	Other: Destroy after 8 years if related to reviews of items that achieved high visibility (e.g., via a newspaper article or public hearing, but longer retention is authorized if needed for business use.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0361-2021-0019

Status: APPROVED
Date Approved: 04/08/2024

Signatory Information

Action	User	Date
Accept	Data Migration	02/09/2022
Approve	Colleen Shogan	04/08/2024