

WITHDRAWN RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0371-2014-0013

Request for Records Disposition Authority

Records Schedule Number DAA-0371-2014-0013
Schedule Status Returned Without Action
Agency or Establishment Defense Information Systems Agency
Record Group / Scheduling Group Records of the Defense Information Systems Agency
Records Schedule applies to Agency-wide
Schedule Subject Website Appraisal for www.disa.mil
Internal agency concurrences will be provided No

Background Information Department of Defense (DoD) Enterprise Portal Service (DEPS) is built on a configurable environment with the inherent capabilities of Microsoft SharePoint, offered in shared and dedicated environments. DISA manages the common infrastructure that supports and provides the solution which enables your organization to: efficiently and effectively work together, sharing documents, tracking projects and managing work processes. Utilize a central repository easily accessible to an agencies organizational resources to store information to satisfy the agencies mission needs. Receive the security necessary to protect an organizations data by giving the ability to control who can access and share documents.

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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	2

GAO Approval

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Outline of Records Schedule Items for DAA-0371-2014-0013

Sequence Number	
1	Content Records Disposition Authority Number: DAA-0371-2014-0013-0001
2	Management Records Disposition Authority Number: DAA-0371-2014-0013-0004

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Records Schedule Items

Sequence Number	
1	<p>Content Records</p> <p>Disposition Authority Number DAA-0371-2014-0013-0001</p> <p>Included are contact information, organizational charts, strategic plans, yearly reports, audiovisual files, services provided, initiatives, cybersecurity and network services provided.</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Item Status Withdrawn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 structured electronic data? No</p> <p>Disposition Instruction</p> <p>Retention Period Destroy immediately after Content is no longer needed or when product is replaced.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>Management Records</p> <p>Disposition Authority Number DAA-0371-2014-0013-0004</p> <p>Included are web site design records, web policies and procedures, records documenting the use of copyrighted materials on the site, records relating to the software applications used to operate the site, records that document user access and when pages are placed on the site updated and/or removed</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>

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Do any of the records covered
by this item exist as structured
electronic data?

Yes

Disposition Instruction

Retention Period

Destroy immediately after Content is no longer
needed or replaced

Additional Information

GAO Approval

Not Required

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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
06/16/2014	Certify	Benjamin Smith	Records Management Officer	CIO - CIO2
04/12/2016	Return Without Action	David Weber	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services

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