

WITHDRAWN RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0374-2014-0004

Request for Records Disposition Authority

Records Schedule Number DAA-0374-2014-0004
Schedule Status Returned Without Action

Agency or Establishment Defense Threat Reduction Agency
Record Group / Scheduling Group Records of the Defense Threat Reduction Agency
Records Schedule applies to Department-wide
Schedule Subject Publications Records Set (Course Publications)
Internal agency concurrences will be provided No

Background Information

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of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

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Request for Records Disposition Authority

Records Schedule: **DAA-0374-2014-0004**

Outline of Records Schedule Items for DAA-0374-2014-0004

Sequence Number	
1	208.16d Publications Records Set (Course Publications) Disposition Authority Number: DAA-0374-2014-0004-0001

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Records Schedule: DAA-0374-2014-0004

Records Schedule Items

Sequence Number	
1	<p>208.16d Publications Records Set (Course Publications)</p> <p>Disposition Authority Number DAA-0374-2014-0004-0001</p> <p>Defense Nuclear Weapons School Course Publications manuals, and related training materials on weapons of mass destruction, maintained in hard copy or electronic form (CD-ROM). (See 1104.06a for Agency audiovisual training materials.)</p> <p>Final Disposition Permanent</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Item Status Withdrawn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? No</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Keep indefinitely UNTIL NARA approves Schedule, which is proposed as Permanent. Cutoff upon supersession or obsolescence. Paper copy: transfer to the National Archives 25 years after cutoff. CD-ROM: transfer annual update to NARA.</p> <p>Transfer Electronic Records to the National Archives for Pre-Accessioning Transfer electronic records to the National Archives for pre-accessioning immediately after 1 yr</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives 25 year(s) after cutoff</p> <p>Additional Information</p> <p>What will be the date span of the initial transfer of records to the National Archives? Unknown Different areas within DTRA will be shipping their own records. The initial date is unknown.</p> <p>How frequently will your agency transfer these records to the National Archives? Every 25 Years</p>

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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
04/20/2015	Certify	Gladys Thompson	Records Manager	Chief of Staff - Records Management Office
01/03/2017	Return Without Action	Steven Rhodes	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services