

# WITHDRAWN RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0374-2014-0005

## Request for Records Disposition Authority

Records Schedule Number DAA-0374-2014-0005  
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 210.01a Policy and Precedence - Operational  
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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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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Records Schedule: DAA-0374-2014-0005

## Outline of Records Schedule Items for DAA-0374-2014-0005

Sequence Number	
1	210.01a Policy and Precedence - Operational Disposition Authority Number: DAA-0374-2014-0005-0001

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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0374-2014-0005

## Records Schedule Items

Sequence Number	
1	<p><b>210.01a Policy and Precedence - Operational</b></p> <p>Disposition Authority Number      <b>DAA-0374-2014-0005-0001</b></p> <p><b>Agency and command-wide policy letters, published by the Director DTRA and Commander, DTRA-ABQ which are operational in nature. Policy letters replace or supplement the Agency-wide program instructions, published under 208.16a.</b></p> <p>Final Disposition                      <b>Permanent</b></p> <p>Item Status                                <b>Withdrawn</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>No</b></p> <p><b>Disposition Instruction</b></p> <p>Cutoff Instruction                        <b>Permanent. Cutoff upon supersession or obsolescence. Transfer to the National Archives in 5-year blocks when 20-25 years old</b></p> <p>Transfer to the National Archives for Accessioning      <b>Transfer to the National Archives in 5 year blocks 20 year(s) after 25</b></p> <p><b>Additional Information</b></p> <p>What will be the date span of the initial transfer of records to the National Archives?      <b>Unknown</b> <b>The initial date is unknown.</b></p> <p>How frequently will your agency transfer these records to the National Archives?      <b>Every 5 Years</b></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
03/28/2016	Return Without Action	Steven Rhodes	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services

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