

Request for Records Disposition Authority

Records Schedule Number DAA-0374-2014-0035
Schedule Status Approved

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 1404.05 Tool Drawings
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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0374-2014-0035

Sequence Number	
1	1404.05 Tool Drawings
1.1	1404.05 Tool Drawings Disposition Authority Number: DAA-0374-2014-0035-0001

Records Schedule Items

Sequence Number	
1	<p>1404.05 Tool Drawings Vellums, original drawings, and tracings used in manufacture of individual components with comparable documentation maintained as a record of tool design and to facilitate reference to drawings.</p>
1.1	<p>1404.05 Tool Drawings</p> <p>Disposition Authority Number DAA-0374-2014-0035-0001</p> <p>Vellums, original drawings, and tracings used in manufacture of individual components with comparable documentation maintained as a record of tool design and to facilitate reference to drawings.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</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 Temporary. Destroy when drawings become superseded or obsolete.</p> <p>Retention Period Destroy when drawings become superseded or obsolete.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>

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
10/20/2015	Submit for Concurrency	Steven Rhodes	Appraiser	National Archives and Records Administration - Records Management Services
10/28/2015	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
10/28/2015	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
10/29/2015	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist