

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0446-2018-0001

Status: INACTIVE
Date Approved: 05/08/2018

General Information

Agency or Establishment	Defense Security Service
Record/Scheduling Group	0446 - Records of the Defense Security Service
Records Schedule Applies To	Agency-wide
Schedule Subject	DoD Hotline Referral Files
Additional Schedule Information	This schedule rescinds N1-446-92-1 DoD Hotline Referral Files. IAW DoDI 7050.01, "DoD Hotline Program," dated October 17, 2017, DoD IG directed DoD Components ensure completed hotline case files are maintained a minimum of 10 years after the case is closed.
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	Predate requirement

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Item Count

Total number of disposition items: 1

Number of Temporary disposition items: 1

Number of Permanent disposition items: 0

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 1

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Outline of Records Schedule Items for DAA-0446-2018-0001

Item #	Title	Disposition
0001	DoD Hotline Referral Files	Temporary

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Records Schedule Items

DAA-0446-2018-0001-0001	STATUS: INACTIVE - NOT FOR USE
ITEM GENERAL INFORMATION	
Item Title	DoD Hotline Referral Files
Item Description	DoD Hotline Referral files contain DSS materials addressing allegations/issues of fraud, waste, and/or abuse falling under DSS purview that were reported to the DoD Hotline.
Is this item media neutral?	Yes
Is this item a Big Bucket?	
MANUAL CITATION	
Agency Code	2-15
Manual Title	DSS Manual 00-04 Records Disposition
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded Explanation in Part?
N1-446-92 / 1	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
DO NOT USE. Superseded by DAA-0446-2022-0002-0004 on 05/15/2024.	
Final Disposition	Temporary
Cutoff Instructions	Other: Cutoff when case is closed.
Retention Period	Destroy 10 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	
GAO Approval Required	No

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Signatory Information

Action	User	Date
Accept	Data Migration	01/31/2018
Approve	David Ferriero	05/08/2018