

## Request for Records Disposition Authority

Records Schedule Number      DAA-0446-2020-0001

Schedule Status                Approved

Agency or Establishment      Defense Counterintelligence and Security Agency

Record Group / Scheduling Group   Records of the Defense Security Service

Records Schedule applies to    Agency-wide

Schedule Subject                Adjudication Records

Internal agency concurrences will  
be provided                      No

### Background Information

This schedule resubmits schedule N1-330-00-2 under the Defense Counterintelligence and Security Agency. Subsection 925(c) of the National Defense Authorization Act for FY 2018 directed the transfer of the Department of Defense Consolidated Adjudications Facility (DoD CAF) functions, personnel, and associated resources, as well as other organizations identified by the Secretary of Defense as necessary to achieve the statutory objectives, to the Defense Counterintelligence and Security Agency.

Adjudicative records consist of the following types of documents:

All official, signed & dated adjudicative correspondence, documents received under the Department's continuous evaluation program, e.g., Command/Agency Incident Reports (excluding JPAS IRs), Clearance Suspension Notifications, and related reports describing the conduct or behavior of an individual, pursuant to the Adjudicative Guidelines, any correspondence received in response to DoD communications and/or requests for information (from Command/Agency or subject/attorney, results of medical evaluations, etc.), credit reports, Inter/Intra-Agency communications/correspondence, e.g., case summaries, recommendations, rationales, or final decision documents; this may include professional/technical reviews/opinions provided for adjudicative consideration from subject matter experts, e.g., staff psychologists, counterintelligence/insider threat experts, or attorney-client advice, National Security Agency (NSA) redacted files, utilized in due process and deemed releasable to subject, due process appeal records of the DOHA, PSABs/CAB, emails related to final decisions.

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
3	0	3	0

GAO Approval

## Outline of Records Schedule Items for DAA-0446-2020-0001

Sequence Number	
1	Consolidated Adjudication Files - Favorable Determination Disposition Authority Number: DAA-0446-2020-0001-0001
2	Consolidated Adjudication Files – Unfavorable determination Disposition Authority Number: DAA-0446-2020-0001-0002
3	Consolidated Adjudication Files - Administrative Closing Disposition Authority Number: DAA-0446-2020-0001-0003

## Records Schedule Items

Sequence Number	
1	<p><b>Consolidated Adjudication Files - Favorable Determination</b></p> <p>Disposition Authority Number      DAA-0446-2020-0001-0001</p> <p>The security concerns, developed during security processing, were considered under the Federal Adjudicative Guidelines resulting in a favorable security clearance determination.</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?          Yes</p> <p>Do any of the records covered by this item exist as structured electronic data?                              No</p> <p>GRS or Superseded Authority Citation      N1-0330-00-002 / 2</p> <p><b>Disposition Instruction</b></p> <p>Retention Period                        Destroy 15 year(s) after the date of the last action</p> <p><b>Additional Information</b></p> <p>GAO Approval                            Not Required</p>
2	<p><b>Consolidated Adjudication Files – Unfavorable determination</b></p> <p>Disposition Authority Number      DAA-0446-2020-0001-0002</p> <p>The security concerns, developed during security processing, were considered under the Federal Adjudicative Guidelines resulting in an unfavorable security clearance determination. Due process was initiated/afforded to the individual to deny/revoke eligibility for access to national security, sensitive information.</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>

3	GRS or Superseded Authority Citation	N1-0330-00-002 / 1
	Disposition Instruction	
	Retention Period	Destroy 25 year(s) after the date of the last action
	Additional Information	
	GAO Approval	Not Required
	Consolidated Adjudication Files - Administrative Closing	
	Disposition Authority Number	DAA-0446-2020-0001-0003
	Adjudicative review of the security concerns developed during security processing was not completed due to loss of jurisdiction, no determination made, closed no action, or transfer of jurisdiction. Data retained for future consideration if/when required.	
	Final Disposition	Temporary
	Item Status	Active
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
	Do any of the records covered by this item exist as structured electronic data?	Yes
	Disposition Instruction	
	Retention Period	Destroy 15 year(s) after last action
Additional Information		
GAO Approval	Not Required	

## 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
01/06/2020	Certify	Ron White	Records Manager	DOD - OSD
01/14/2021	Submit for Concurrency	Steven Rhodes	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
01/25/2021	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/25/2021	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
01/27/2021	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist