

Request for Records Disposition Authority

Records Schedule Number DAA-0457-2017-0002

Schedule Status Approved

Agency or Establishment National Security Agency/Central Security Service

Record Group / Scheduling Group Records of the National Security Agency/Central Security Service

Records Schedule applies to Agency-wide

Schedule Subject Non-Employee (Dependent) Medical and Psychological Case Records

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0457-2017-0002

Sequence Number

1

Non-Employee (Dependent) Medical and Psychological Case Records Disposition Authority Number: DAA-0457-2017-0002-0001
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Records Schedule Items

Sequence Number	
1	<p data-bbox="342 385 1344 421">Non-Employee (Dependent) Medical and Psychological Case Records</p> <p data-bbox="342 442 1154 478">Disposition Authority Number DAA-0457-2017-0002-0001</p> <p data-bbox="342 500 1516 687">Documentation to include medical histories, case notes and other related materials on family members of agency employees that were gathered or created during the permanent change of station (PCS) process and maintained along with the employee medical files during the assignment for overall awareness purposes in support of the employee and the dependents, if needed during the assignment.</p> <p data-bbox="342 708 919 744">Final Disposition Temporary</p> <p data-bbox="342 763 850 800">Item Status Active</p> <p data-bbox="342 819 818 855">Is this item media neutral? Yes</p> <p data-bbox="342 874 805 1000">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 data-bbox="342 1040 656 1076">Disposition Instruction</p> <p data-bbox="342 1095 984 1132">Cutoff Instruction Cutoff annually.</p> <p data-bbox="342 1151 1446 1229">Retention Period Destroy no sooner than 5 year(s) after cutoff but longer retention is authorized</p> <p data-bbox="342 1270 656 1306">Additional Information</p> <p data-bbox="342 1325 951 1361">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
02/22/2017	Certify	NSA One	NSA User	NSA - NSA
06/20/2017	Submit for Concurrency	Lisa Clavelli	Supervisor, ACNR Appraisal Team 2	National Archives and Records Administration - Records Management Services
06/20/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
06/20/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
06/21/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist

Redactions have been made to this record control schedule pursuant to 5 U.S.C. 552(b)(3) with the corresponding statute 50 U.S.C. 402, noting National Security Agency Act of 1959, which protects from disclosure “information pertaining to the functions or organization of NSA and certain information pertaining to NSA employees.” You will need to submit a Freedom of Information Act (FOIA) request to the Office of the General Counsel for the withheld information. Information on how to file a FOIA may be found here:

<http://www.archives.gov/foia/>