

Request for Records Disposition Authority

Records Schedule Number **DAA-0507-2016-0001**
Schedule Status **Approved**

Agency or Establishment **Defense Finance and Accounting Service**
Record Group / Scheduling Group **Records of the Defense Finance and Accounting Service**
Records Schedule applies to **Agency-wide**
Schedule Subject **Foreign Military Sales Case Files**
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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0507-2016-0001

Sequence Number

1

Case Files maintained in DFAS FMS activities Disposition Authority Number: DAA-0507-2016-0001-0001

Records Schedule Items

Sequence Number					
1	<p>Case Files maintained in DFAS FMS activities</p> <p>Disposition Authority Number DAA-0507-2016-0001-0001</p> <p>Original or office copies of FMS case documentation (See NOTE 1) to include: letter of request, pricing data, correspondence, financial analysis/ termination liability worksheets, Defense Requirements Survey Report, letter of intent, letter of offer and acceptance, modifications and amendments, Original collection and disbursement vouchers, Memorandum of Understanding (MOU) or Memorandum of Agreement (MOA), Congressional notification, financial control documents, Implementation Directives, DSAA 1200 system documentation, execution documentation, special logistics documentation, shipping/control records, management reviews, case closure documentation, and reopened case documentation.</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? Yes</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> </thead> <tbody> <tr> <td>Schedule 7360 Rule 1</td> <td>DFAS 5015.2-M Records Disposition Guide</td> </tr> </tbody> </table> <p>GRS or Superseded Authority Citation N1-507-12-1, item 1 N1-507-11-1, item 380</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off at end of fiscal year in which case closed.</p> <p>Retention Period Destroy 30 year(s) after cutoff</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>	Manual Citation	Manual Title	Schedule 7360 Rule 1	DFAS 5015.2-M Records Disposition Guide
Manual Citation	Manual Title				
Schedule 7360 Rule 1	DFAS 5015.2-M Records Disposition Guide				

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
04/19/2016	Certify	Ralph Mullins	Records Program Manager	DFAS Agency Wide - DFAS Agency Wide
06/21/2016	Submit for Concurrence	Galen Wilson	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
06/29/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
06/29/2016	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
07/01/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist