

## Request for Records Disposition Authority

Records Schedule Number      **DAA-0537-2014-0002**  
Schedule Status                      **Approved**

Agency or Establishment      **National Geospatial-Intelligence Agency**  
Record Group / Scheduling Group      **Records of the National Geospatial-Intelligence Agency**  
Records Schedule applies to      **Agency-wide**  
Schedule Subject                      **National Geospatial-Intelligence Agency (NGA) Intelligence Oversight Compliance and Awareness Program, "Oversight Activities Report"**

Internal agency concurrences will be provided      **No**

Background Information                      **These records concern the NGA Intelligence Oversight (IO) program Oversight Activities Reports. The NGA IO is a governance tool for NGA professionals to ensure that their activities are within NGA's authorized functions and, if the activities affect U.S. persons, NGA respects the constitutional rights and privacy of those persons In Accordance With (IAW) Executive Order 12333. Records include IO issues, violations, investigations and actions taken. Also quarterly reports to the Assistant to the Secretary of Defense for IO, case files and special requests by Congress, the National Security Council, the Director of National Intelligence, or higher governmental body.**

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>

### GAO Approval

## Outline of Records Schedule Items for DAA-0537-2014-0002

Sequence Number	
1	Quarterly Oversight Activities Report
1.1	Oversight Activity Reports Disposition Authority Number: DAA-0537-2014-0002-0001
1.2	OVERSIGHT CASE FILES Disposition Authority Number: DAA-0537-2014-0002-0002

## Records Schedule Items

Sequence Number	
1	<p><b>Quarterly Oversight Activities Report</b> Records accumulated, which pertain to intelligence oversight activities and issues in compliance with Executive Order 12333 and applicable DoD Agency regulations and guidance. Included are reports of intelligence oversight issues, violations, investigations, and records of actions taken. These reports are sent quarterly to the Assistant to the Secretary of Defense for Intelligence Oversight.</p>
1.1	<p><b>Oversight Activity Reports</b> Disposition Authority Number      <b>DAA-0537-2014-0002-0001</b></p> <p>Records accumulated, which pertain to intelligence oversight activities and issues in compliance with Executive Oder 12333 and applicable DoD Agency regulations and guidance. Included are reports of intelligence oversight issues, violations, investigations, and records of actions taken. These reports are sent quarterly to the Assistant to Secretary of Defense for Intelligence Oversight.</p> <p>Final Disposition                      <b>Temporary</b></p> <p>Item Status                              <b>Active</b></p> <p>Is this item media neutral?          <b>Yes</b></p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      <b>No</b></p> <p><b>Disposition Instruction</b></p> <p>Cutoff Instruction                      <b>Cutoff at the end of the calendar year.</b></p> <p>Retention Period                      <b>Destroy 15 year(s) after cutoff.</b></p> <p><b>Additional Information</b></p> <p>GAO Approval                          <b>Not Required</b></p>
1.2	<p><b>OVERSIGHT CASE FILES</b> Disposition Authority Number      <b>DAA-0537-2014-0002-0002</b></p> <p>Records related to oversight case files, investigations, and or allegations to include ad-hoc reports; Significant Highly Sensitive (SHS), Questionable Intelligence Activity (QIA), and Criminal Activity (CA) reports. Records related to oversight case files, investigations, and or allegations to include ad-hoc reports; Significant Highly Sensitive (SHS), Questionable Intelligence Activity (QIA), and Criminal Activity (CA) reports.</p> <p>Final Disposition                      <b>Temporary</b></p>

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?	No
Disposition Instruction	
Cutoff Instruction	Cutoff at the close of case or no longer needed for business.
Retention Period	Destroy 25 year(s) after cutoff.
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
05/07/2014	Return to Submitter	b(3)		
05/12/2014	Certify	b(3)		
09/04/2014	Return for Revision	Darryl Byrd	Appraisal Archivist	National Archives and Records Administration - Records Management Services
10/22/2014	Submit For Certification	b(3)		
01/09/2015	Certify	NGA Two	Records Management	NGA - NGA
08/18/2015	Return for Revision	Darryl Byrd	Appraisal Archivist	National Archives and Records Administration - Records Management Services
01/08/2016	Submit For Certification	NGA Two	Records Management	NGA - NGA
01/20/2016	Certify	NGA Three	Records Management	NGA - NGA
02/08/2016	Submit for Concurrence	Lisa Clavelli	Supervisor, ACNR Appraisal Team 2	National Archives and Records Administration - Records Management Services
02/10/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
02/12/2016	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program

02/17/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist
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Redactions have been made to this record control schedule pursuant to 5 U.S.C. 552(b)(3) with the corresponding statute 10 U.S.C. 424, which protects from disclosure the "organization or any function of, and certain information pertaining to, employees of the National Reconnaissance Office ." You will need to submit a Freedom of Information Act (FOIA) request to the Office of the General Counsel for the withheld information.

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