



## Outline of Records Schedule Items for DAA-AU-2016-0049

Sequence Number	
1	North Atlantic Treaty Organization Status of Forces Agreement Claims System (NA TO/SOFA), RN 27-20z/ACRS 1000A/0-6 Disposition Authority Number: DAA-AU-2016-0049-0001
1.1	North Atlantic Treaty Organization Status of Forces Agreement Claims System (NATO/SOFA), Master Files Disposition Authority Number: DAA-AU-2016-0049-0002

## Records Schedule Items

Sequence Number	
1	<p>North Atlantic Treaty Organization Status of Forces Agreement Claims System (NATO/SOFA), RN 27-20z/ACRS 1000A/0-6 Disposition Authority Number: DAA-AU-2016-0049-0001</p> <p>This system tracks claims for damage, loss, or destruction of real and personal property, or personal injury or death, caused by U.S. Forces personnel in North Atlantic Treaty Organization foreign nations. Many of these claims involve multiple payments over decades, in accordance with foreign law. The system contains records from 1985 to present. Input records covered by DAA-GRS-2013-0001-0001 Item 10 for hard copy and analog, and by DAA-GRS-2013-0001-0004 Item 20 for electronic input/source records. Output ad-hoc records are covered by DAA-GRS-2013-0001-0005 Item 30, and output data file records are covered by DAA-GRS-0001-0006 Item 31.</p>
1.1	<p>North Atlantic Treaty Organization Status of Forces Agreement Claims System (NATO/SOFA), Master Files</p> <p>Disposition Authority Number      DAA-AU-2016-0049-0002</p> <p>Data points contain but are not limited to the names and addresses of claimants and details relating to their claims, including date of incident, type and amount of claim. System documentation as defined in DAA-GRS-2013-0005-0003 is covered by Item 51.</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> <p><b>Disposition Instruction</b></p> <p>Cutoff Instruction                      Event is final payment, expiration of appeal period, or litigation is complete; whichever is applicable.</p> <p>Retention Period                        Keep in CFA until final event occurs for claims within a given fiscal year and then until no longer needed for conducting business, but not longer than 6 years after the event, then destroy.</p>

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
07/13/2016	Return to Submitter	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
07/18/2016	Certify	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
06/30/2017	Submit for Concurrence	Robyn Dexter	Appraisal Archivist	National Archives and Records Administration - RDTP2
07/11/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
07/11/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
07/13/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist