

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0330-2013-0013

Request for Records Disposition Authority

Records Schedule Number DAA-0330-2013-0013
Schedule Status Returned Without Action

Agency or Establishment Office of the Secretary of Defense
Record Group / Scheduling Group Records of the Office of the Secretary of Defense
Records Schedule applies to Agency-wide
Schedule Subject Annual Reports to Be Made to Congress as required by Federal statute.

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	1	1	0

GAO Approval

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Outline of Records Schedule Items for DAA-0330-2013-0013

Sequence Number	
1	Annual Reports submitted by OSD Component with reporting responsibility Disposition Authority Number: DAA-0330-2013-0013-0001
2	Feeder Reports created by OSD Components for Annual Reports Made to Congress Disposition Authority Number: DAA-0330-2013-0013-0002

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2

What will be the date span of the initial transfer of records to the National Archives? Unknown
Will be determined after new schedule is approved and implemented

How frequently will your agency transfer these records to the National Archives? Every 5 Years

Feeder Reports created by OSD Components for Annual Reports Made to Congress

Disposition Authority Number DAA-0330-2013-0013-0002

Also known as "office of origin." Feeder Reports are correspondence, documents, presentations created in support of annual reports, requirements and other actions created for submission to congress, congressional committee as required by law. Reports include but are not limited to analysis, forms, background papers and results that support reports and other statistical data required by law or regulation. This does not include correspondence directly to and from congresspersons, congressional committees and offices to OSD Components. These congressional correspondences/records are maintained under 102-18.1 and 102-18.2 as appropriate.

Final Disposition Temporary

Item Status Pending

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

GRS or Superseded Authority Citation
NC1-330-76-2 File Number 403-04
GRS 27, Item 3 File Number 1607-03
GRS 3, Item 4a File Number 208-05.1
NI-330-00-3 File Number 304-07.1.1
GRS 14, Item 34 File Number 704-04.4
GRS 27, Item 4 File Number 1607-04
GRS 3, Item 4a File Number 208-05.2
NC1-330-77-4 File Number 202-28.5B

Disposition Instruction

Cutoff Instruction Cut off annually

Retention Period Destroy 7 year(s) after cut off

Additional Information

GAO Approval Not Required

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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
05/28/2013	Certify	Luz Ortiz	OSD Records Manager	Department of Defense - Office of the Secretary of Defense
02/28/2014	Return for Revision	Sebastian Welch	Appraiser	National Archives and Records Administration - Records Management Services
07/02/2014	Return for Revision	Sebastian Welch	Appraiser	National Archives and Records Administration - Records Management Services
07/01/2015	Return Without Action	Sebastian Welch	Appraiser	National Archives and Records Administration - Records Management Services

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