

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0330-2014-0001

Request for Records Disposition Authority

Records Schedule Number DAA-0330-2014-0001
Schedule Status Returned Without Action

Agency or Establishment Special Inspector General for Afghanistan Reconstruction
Record Group / Scheduling Group Records of the Office of the Secretary of Defense
Records Schedule applies to Major Subdivision
Major Subdivision Audits
Schedule Subject Audits Records
Internal agency concurrences will be provided No

Background Information Consists of case files developed by the Office of the Assistant General for Audits, containing information of audits of programs and contracts under the scope of United States government entities in Afghanistan.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	4

GAO Approval

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Outline of Records Schedule Items for DAA-0330-2014-0001

Sequence Number	
1	Final Reports
1.1	Final Reports (Headquarters) Disposition Authority Number: DAA-0330-2014-0001-0001
1.2	Final Reports (Afghanistan) Disposition Authority Number: DAA-0330-2014-0001-0002
2	Work Papers Disposition Authority Number: DAA-0330-2014-0001-0003
3	Program Subject Files Disposition Authority Number: DAA-0330-2014-0001-0004

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Records Schedule Items

Sequence Number	
1	Final Reports Reports on activities that attract national media attention, attract Congressional attentions, or are cited in quarterly reports to Congress.
1.1	Final Reports (Headquarters) Disposition Authority Number DAA-0330-2014-0001-0001 Report files generated and maintained at headquarters (Arlington, VA). Final Disposition Permanent Item Status Withdrawn Is this item media neutral?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 90 days after final resolution of audit findings. Pre-accessioning is authorized. Transfer to Inactive Storage Maintain in designated inactive filing system until no longer needed for reference. Transfer Electronic Records to the National Archives for Pre-Accessioning Transfer electronic records to the National Archives for pre-accessioning immediately after cutoff if no longer needed for reference. Transfer to the National Archives for Accessioning Transfer to the National Archives 7 years after cutoff, or upon termination of SIGAR, whichever is first. Additional Information First year of records accumulation 2009 What will be the date span of the initial transfer of records to the National Archives? From 2013 To 2014 How frequently will your agency transfer these records to the National Archives? Unknown The frequency of transfer is unknown.
1.2	Final Reports (Afghanistan)

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Disposition Authority Number	DAA-0330-2014-0001-0002
Report files generated and maintained at regional offices (Afghanistan)	
Final Disposition	Temporary
Item Status	Withdrawn
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 90 days after final resolution of audit findings.
Transfer to Inactive Storage	Maintain in designated inactive filing system until no longer needed for reference.
Retention Period	Destroy 1 year(s) after cutoff or when no longer needed occurs, whichever is sooner
Additional Information	
GAO Approval	Not Required
Work Papers	
Disposition Authority Number	DAA-0330-2014-0001-0003
Case files of audits of programs, operations, and procedures, and audits of contracts and other financial mechanisms, containing audit reports, correspondence, memoranda, and supporting working papers.	
Final Disposition	Temporary
Item Status	Withdrawn
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 90 days after final resolution of audit findings.
Transfer to Inactive Storage	Maintain in designated inactive filing system until no longer needed for reference.
Retention Period	Destroy 1 year(s) after cutoff or when no longer needed occurs, whichever is sooner

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3	Additional Information	
	GAO Approval	Not Required
	Program Subject Files	
	Disposition Authority Number	DAA-0330-2014-0001-0004
	Internal administration and management of Audits, includes correspondence, memoranda, and copies of materials related to office program function.	
	Final Disposition	Temporary
	Item Status	Withdrawn
	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 end of the calendar year (CY).
	Transfer to Inactive Storage	Maintain in designated inactive filing system until no longer needed for reference.
	Retention Period	Destroy when no longer needed
	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
10/21/2013	Certify	Shamelle Tarver	Public Information Manager	Management and Support - Privacy Records and Disclosure
09/02/2016	Return Without Action	Steven Rhodes	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services