

### Request for Records Disposition Authority

Records Schedule Number      **DAA-0087-2017-0003**  
 Schedule Status                **Approved**

Agency or Establishment        **U.S. Secret Service**  
 Record Group / Scheduling Group **Records of the U.S. Secret Service**  
 Records Schedule applies to    **Major Subdivision**  
 Major Subdivision                **Office of Investigations**  
 Schedule Subject                 **Not-In-Evidence Contraband**  
 Internal agency concurrences will be provided    **No**

Background Information            **This schedule addresses retention of Not-In-Evidence Contraband, or "NIE." NIE consists of counterfeit banknotes in U.S. Secret Service custody which have been successfully passed into circulation prior to being identified as counterfeit but have no immediate connection to a current U.S. Secret Service investigation. This item is being rescheduled (and the retention period reduced) to more accurately reflect present-day time frames needed to assess evidentiary value; as well as to maintain efficiency of Government operations, given the specialized handling and security resources needed to safeguard this material throughout its life cycle.**

**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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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**

**0001**

## Outline of Records Schedule Items for DAA-0087-2017-0003

Sequence Number	
1	Not-In-Evidence Contraband Disposition Authority Number: DAA-0087-2017-0003-0001

## Records Schedule Items

Sequence Number	
1	<p data-bbox="370 414 763 446"><b>Not-In-Evidence Contraband</b></p> <p data-bbox="370 463 1149 495">Disposition Authority Number      <b>DAA-0087-2017-0003-0001</b></p> <p data-bbox="370 517 1453 591"><b>Counterfeit currency that has been seized or released to Secret Service agents, but which is not needed for use as evidence in a judicial proceeding.</b></p> <p data-bbox="370 608 922 640">Final Disposition                      <b>Temporary</b></p> <p data-bbox="370 661 857 693">Item Status                              <b>Active</b></p> <p data-bbox="370 715 829 746">Is this item media neutral?          <b>Yes</b></p> <p data-bbox="370 768 813 885">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 data-bbox="370 906 1068 959">GRS or Superseded Authority Citation      <b>N1-087-00-003 / 11/c</b></p> <p data-bbox="370 1002 678 1034"><b>Disposition Instruction</b></p> <p data-bbox="370 1055 1222 1087">Cutoff Instruction                      <b>Cut off at the end of each month.</b></p> <p data-bbox="370 1108 1458 1225">Retention Period                      <b>Retain for a minimum of one year, or as otherwise required for investigative purposes or under applicable Rules of Evidence, whichever is longer.</b></p> <p data-bbox="370 1257 678 1289"><b>Additional Information</b></p> <p data-bbox="370 1310 1101 1342">GAO Approval                            <b>Required and Received</b></p>

## 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
07/12/2017	Certify	Allan Twoey	Supervisory Management and Program Analyst	Office of Strategic Planning and Policy - Management and Organization
07/12/2017	Return for Revision	Jeremy Schmidt	Archives Specialist	National Archives and Records Administration - ACRA Appraisal Team 1
07/13/2017	Submit For Certification	Allan Twoey	Supervisory Management and Program Analyst	Office of Strategic Planning and Policy - Management and Organization
07/13/2017	Certify	Allan Twoey	Supervisory Management and Program Analyst	Office of Strategic Planning and Policy - Management and Organization
09/07/2017	Submit for Concurrence	Jeremy Schmidt	Archives Specialist	National Archives and Records Administration - ACRA Appraisal Team 1
09/12/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
09/12/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
09/13/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist