

Outline of Records Schedule Items for DAA-0560-2016-0002

Sequence Number

1

Specialized Screening Checkpoint Sign-In Log. Disposition Authority Number: DAA-0560-2016-0002-0001
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Records Schedule Items

Sequence Number	
1	<p data-bbox="373 414 1015 446">Specialized Screening Checkpoint Sign-In Log.</p> <p data-bbox="373 468 1144 500">Disposition Authority Number DAA-0560-2016-0002-0001</p> <p data-bbox="373 521 1437 585">The logs contain personal information on individuals authorized for specialized screening.</p> <p data-bbox="373 606 925 638">Final Disposition Temporary</p> <p data-bbox="373 659 860 691">Item Status Active</p> <p data-bbox="373 712 828 744">Is this item media neutral? Yes</p> <p data-bbox="373 766 828 883">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 data-bbox="373 904 820 989">Do any of the records covered by this item exist as structured electronic data? No</p> <p data-bbox="373 1032 673 1064">Disposition Instruction</p> <p data-bbox="373 1085 1250 1117">Cutoff Instruction Cut off at the end of the fiscal year.</p> <p data-bbox="373 1138 1169 1170">Retention Period Destroy 5 year(s) after cutoff</p> <p data-bbox="373 1212 673 1244">Additional Information</p> <p data-bbox="373 1266 958 1298">GAO Approval Not Required</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
05/12/2016	Certify	Glenn Stoll	Agency Records Officer	Office of Information Technology - Operations and Engineering Division
06/30/2016	Return for Revision	Jeremy Schmidt	Archives Specialist	National Archives and Records Administration - ACRA Appraisal Team 1
07/19/2016	Submit For Certification	Nicole Adkinson-Calopietro	Management and Program Analyst	Office of Information Technology - Information Management Programs Division
07/19/2016	Certify	Glenn Stoll	Agency Records Officer	Office of Information Technology - Operations and Engineering Division
09/19/2016	Submit for Concurrence	Jeremy Schmidt	Archives Specialist	National Archives and Records Administration - ACRA Appraisal Team 1
09/20/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
09/21/2016	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
09/21/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist