

Request for Records Disposition Authority

Records Schedule Number **DAA-0560-2016-0003**
Schedule Status **Approved**

Agency or Establishment **Transportation Security Administration**
Record Group / Scheduling Group **Records of the Transportation Security Administration**
Records Schedule applies to **Department-wide**
Schedule Subject **Law Enforcement Officer Reimbursement Program Files**
Internal agency concurrences will be provided **No**

Background Information **To enhance security at airport screening checkpoints, the Transportation Security Administration enters into agreements with local law enforcement agencies to deploy officers at the checkpoints.**

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of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

Outline of Records Schedule Items for DAA-0560-2016-0003

Sequence Number	
1	Law Enforcement Officer Reimbursement Program Case Files Disposition Authority Number: DAA-0560-2016-0003-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="365 406 1507 446">Law Enforcement Officer Reimbursement Program Case Files</p> <p data-bbox="365 457 1507 497">Disposition Authority Number DAA-0560-2016-0003-0001</p> <p data-bbox="365 512 1507 659">These records consist of a single case file for each agreement with a local law enforcement agency, and include financial and program/progress reports, support documents, statistical records, and other documents that support the activity and/or expenditure of the recipient or sub-recipient under the award.</p> <p data-bbox="365 674 1507 715">Final Disposition Temporary</p> <p data-bbox="365 729 1507 770">Item Status Active</p> <p data-bbox="365 785 1507 825">Is this item media neutral? Yes</p> <p data-bbox="365 840 1507 966">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <p data-bbox="365 981 1507 1021">Disposition Instruction</p> <p data-bbox="365 1036 1507 1161">Cutoff Instruction Cut off closed case files at the end of the fiscal year. A case file is closed when the final expenditure report is added to the case file.</p> <p data-bbox="365 1176 1507 1217">Retention Period Destroy/delete 3 years after cutoff.</p> <p data-bbox="365 1232 1507 1272">Additional Information</p> <p data-bbox="365 1287 1507 1327">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
07/20/2016	Return for Revision	Jeremy Schmidt	Archives Specialist	National Archives and Records Administration - ACRA Appraisal Team 1
07/21/2016	Submit For Certification	Nicole Adkinson-Calopietro	Management and Program Analyst	Office of Information Technology - Information Management Programs Division
07/21/2016	Return to Submitter	Glenn Stoll	Agency Records Officer	Office of Information Technology - Operations and Engineering Division
07/21/2016	Submit For Certification	Nicole Adkinson-Calopietro	Management and Program Analyst	Office of Information Technology - Information

				Management Programs Division
07/21/2016	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