

WITHDRAWN RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0568-2016-0001

Request for Records Disposition Authority

Records Schedule Number DAA-0568-2016-0001
Schedule Status Returned Without Action
Agency or Establishment Bureau of Customs and Border Protection
Record Group / Scheduling Group Records of the Bureau of Customs and Border Protection
Records Schedule applies to Agency-wide
Schedule Subject Incident-Activated Audio/Video Recordings Records
Internal agency concurrences will be provided No

Background Information

This schedule covers all incident-activated non-surveillance audio/video recordings created and owned by United States Customs and Border Protection law enforcement personnel using cameras to include, but not limited to body-worn, mobile, and vessel-mounted cameras during the course of their official duties. Recordings are the result of law enforcement-related events that require on-duty law enforcement personnel to activate a camera such as a body-worn, mobile, and vessel-mounted camera recording device. The recordings result in the creation of an audio/video file. Audio/Video files may be determined to have evidentiary or non-evidentiary value.

The recorded data will result in two types of audio/video files: 1) audio/video files that have no evidentiary value; and 2) audio/video files that have evidentiary value.

Audio/Video files where the content is not deemed to have evidentiary value require a limited retention time interval. Audio/Video files determined to have evidentiary value shall be preserved under established rules of evidence.

For use in this schedule, the following definitions apply:

Non-Evidentiary- Audio/Video recorded by law enforcement personnel during the normal course of the performance of their duties determined to have no evidentiary value.

Evidentiary- Any recorded data that may have material or probative value, or may have bearing on any criminal, administrative, civil, or other legal proceeding.

Item Count

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of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

0001, 0002

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Outline of Records Schedule Items for DAA-0568-2016-0001

Sequence Number	
1	Incident-Activated Audio/Video Recordings Records
1.1	Non-Evidentiary Audio/Video files Disposition Authority Number: DAA-0568-2016-0001-0001
1.2	Evidentiary Audio/Video Files Disposition Authority Number: DAA-0568-2016-0001-0002

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Records Schedule Items

Sequence Number	
1	<p>Incident-Activated Audio/Video Recordings Records</p> <p>This schedule covers all incident-activated non-surveillance audio/video recordings created and owned by United States Customs and Border Protection law enforcement personnel using cameras to include, but not limited to body-worn, mobile, and vessel-mounted cameras during the course of their official duties. Recordings are the result of law enforcement-related events that require on-duty law enforcement personnel to activate a camera such as a body-worn, mobile, and vessel-mounted camera recording device. The recordings result in the creation of an audio/video file. Audio/Video files may be determined to have evidentiary or non-evidentiary value. The recorded data will result in two types of audio/video files: 1) audio/video files that have no evidentiary value; and 2) audio/video files that have evidentiary value. Audio/Video files where the content is not deemed to have evidentiary value require a limited retention time interval. Audio/Video files determined to have evidentiary value shall be preserved under established rules of evidence. For use in this schedule, the following definitions apply: Non-Evidentiary- Audio/Video recorded by law enforcement personnel during the normal course of the performance of their duties determined to have no evidentiary value. Evidentiary- Any recorded data that may have material or probative value, or may have bearing on any criminal, administrative, civil, or other legal proceeding.</p>
1.1	<p>Non-Evidentiary Audio/Video files</p> <p>Disposition Authority Number DAA-0568-2016-0001-0001</p> <p>Audio/Video recorded by law enforcement personnel during the normal course of the performance of their duties determined to have no evidentiary value.</p> <p>Final Disposition Temporary</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? No</p> <p>Explanation of limitation Include only audio/video files only.</p> <p>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>Do any of the records covered by this item exist as structured electronic data? Yes</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cutoff in 90 days</p>

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1.2

Retention Period	Destroy immediately after cutoff
Additional Information	
GAO Approval	Required and Not Received
Evidentiary Audio/Video Files	
Disposition Authority Number	DAA-0568-2016-0001-0002
Audio/Video recorded by law enforcement personnel during the normal course of the performance of their duties determined to be needed as evidence.	
Final Disposition	Temporary
Item Status	Withdrawn
Is this item media neutral?	No
Explanation of limitation	These are audio/visual files only.
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
Do any of the records covered by this item exist as structured electronic data?	Yes
Disposition Instruction	
Cutoff Instruction	Cutoff in 90 days or upon determination that the files are evidence or have a high likelihood or degree of potential to become evidence in evidentiary proceedings and transfer to the applicable file for disposition.
Retention Period	Destroy in accordance with the approved disposition instructions for the related case file.
Additional Information	
GAO Approval	Required and Not Received

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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
03/02/2016	Certify	Raymond Marbury	Program Manager	US Customs and Border Protection - Office of Administration
03/10/2016	Return Without Action	Lloyd Beers	Appraisal Archivist	National Archives and Records Administration - ACNR Records Management Services

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