

## Request for Records Disposition Authority

Records Schedule Number **DAA-0060-2012-0005**

Schedule Status **Approved**

Agency or Establishment **Department of Justice**

Record Group / Scheduling Group **General Records of the Department of Justice**

Records Schedule applies to **Department-wide**

Schedule Subject **DOJ-Component Level Organization Charts**

Internal agency concurrences will be provided **No**

Background Information **Component-level and office-level organizational charts other than those signed by the Attorney General which document the structure and functions of the organization**

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>

GAO Approval

## Outline of Records Schedule Items for DAA-0060-2012-0005

Sequence Number

1

Component-level and office-level organizational charts  
Disposition Authority Number DAA-0060-2012-0005-0001

## Records Schedule Items

Sequence Number	
1	<p data-bbox="371 409 1473 451"><b>Component-level and office-level organizational charts</b></p> <p data-bbox="371 462 1473 504">Disposition Authority Number      <b>DAA-0060-2012-0005-0001</b></p> <p data-bbox="371 514 1473 630"><b>Component-level and office-level organizational charts other than those signed by the Attorney General which document the structure and functions of the organization</b></p> <p data-bbox="371 640 1473 682">Final Disposition                      <b>Temporary</b></p> <p data-bbox="371 693 1473 735">Item Status                              <b>Active</b></p> <p data-bbox="371 745 1473 787">Is this item media neutral?          <b>Yes</b></p> <p data-bbox="371 798 1473 924">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="371 955 1473 997"><b>Disposition Instruction</b></p> <p data-bbox="371 1008 1473 1123">Cutoff Instruction                      <b>Cut off at the end of the calendar year in which the organizational chart becomes superseded or obsolete</b></p> <p data-bbox="371 1134 1473 1176">Retention Period                      <b>Destroy 5 year(s) after cutoff</b></p> <p data-bbox="371 1207 1473 1249"><b>Additional Information</b></p> <p data-bbox="371 1260 1473 1312">GAO Approval                          <b>Not Required</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
11/22/2011	Certify	Curt Francisco	Records Manager	JMD - OoRMP
03/04/2013	Submit for Concurrency	Erin Cayce	Appraiser	National Archives and Records Administration - Records Management Services
03/05/2013	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
03/05/2013	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
03/08/2013	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist