

Request for Records Disposition Authority

Records Schedule Number **DAA-0060-2012-0019**
Schedule Status **Approved**

Agency or Establishment **Department of Justice**
Record Group / Scheduling Group **General Records of the Department of Justice**
Records Schedule applies to **Major Subdivision**
Major Subdivision **Office of the Inspector General**
Schedule Subject **Audit Workplan**
Internal agency concurrences will be provided **No**

Background Information

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0060-2012-0019

Sequence Number	
1	Annual OIG Audit Workplan
	Disposition Authority Number DAA-0060-2012-0019-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="384 409 768 451">Annual OIG Audit Workplan</p> <p data-bbox="384 462 1172 504">Disposition Authority Number DAA-0060-2012-0019-0001</p> <p data-bbox="384 514 1519 735">The Annual OIG Audit Workplan is a statement of the audit work the Audit Division intends to perform and oversee during a given fiscal year. The plan is designed to maximize the impact of audit resources. The plan must be flexible so it can be modified when appropriate and is supported by a dynamic planning cycle to address changing needs and priorities. Includes all official workplans for a given fiscal year.</p> <p data-bbox="384 745 949 787">Final Disposition Temporary</p> <p data-bbox="384 798 883 840">Item Status Active</p> <p data-bbox="384 850 850 892">Is this item media neutral? Yes</p> <p data-bbox="384 903 834 1029">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="384 1060 702 1102">Disposition Instruction</p> <p data-bbox="384 1113 1280 1155">Cutoff Instruction Cut off at the end of the fiscal year</p> <p data-bbox="384 1165 1197 1207">Retention Period Destroy 5 year(s) after cutoff</p> <p data-bbox="384 1239 702 1281">Additional Information</p> <p data-bbox="384 1291 982 1333">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
09/04/2012	Certify	Deborah Allen	Assistant Director, O RMP	Justice Management Division - Office of Records Management Policy
01/11/2013	Submit for Concurrency	Dave Miller	Appraisal Archivist	National Archives and Records Administration - Records Management Services
01/16/2013	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
01/16/2013	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
01/17/2013	Approve	David Ferrero	Archivist of the United States	Office of the Archivist - Office of the Archivist