

Request for Records Disposition Authority

Records Schedule Number DAA-0060-2017-0006
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 Giglio Records
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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0060-2017-0006

Sequence Number

1

Giglio Records

Disposition Authority Number: DAA-0060-2017-0006-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="368 412 573 446">Giglio Records</p> <p data-bbox="368 466 1143 497">Disposition Authority Number DAA-0060-2017-0006-0001</p> <p data-bbox="368 517 1497 1364"> Potential witness impeachment information maintained by Investigative unit Agency Officials or by a prosecuting office's Requesting Official. The purpose of each prosecuting office's Giglio information system is not to duplicate what is kept in agency files, but rather to permit prosecuting offices to maintain a more organized, logical, and comprehensive filing system, searchable by the witness's or affiant's name, that allows prosecutors to more efficiently and effectively access and analyze relevant impeachment information about specific witnesses or affiants in order to make consistent decisions about the appropriate handling of the same potential impeachment information in different cases over time. Investigative units may maintain similar information systems to identify and consistently document the information provided to requesting prosecutorial officials. This series covers any tracking data that may be maintained by investigative units to document what information was provided in response to a request from a prosecuting Requesting Official. The Giglio system of records is separate and distinct from the system of records for criminal case files. Impeachment information within Giglio records systems may include: records of specific instances of witness conduct material to the witness's credibility or character for truthfulness; evidence in the form of opinions as to a witness's character or reputation for truthfulness; prior inconsistent statements; and information suggesting witness bias; written statements; human resources records; complaints from the public; police reports; and/or other disciplinary records. Impeachment files may also include internal investigation reports, and other negative credibility findings based on prior statements made under oath. </p> <p data-bbox="368 1385 922 1419">Final Disposition Temporary</p> <p data-bbox="368 1440 857 1474">Item Status Active</p> <p data-bbox="368 1495 829 1530">Is this item media neutral? Yes</p> <p data-bbox="368 1551 829 1670">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="368 1691 829 1781">Do any of the records covered by this item exist as structured electronic data? Yes</p> <p data-bbox="368 1802 1052 1870">GRS or Superseded Authority Citation N1-436-08-007 / 1/A N1-436-08-007 / 1/C</p> <p data-bbox="368 1913 675 1947">Disposition Instruction</p>

Retention Period	Destroy/delete after conclusion of any direct or collateral appeals, or one year after the agency employee's retirement, transfer, or reassignment, whichever is later.
Additional Information	
GAO Approval	Not Required

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
12/21/2016	Certify	Rebekah Meservy	Assistant Director of RIM Operations	Justice Management Division - Office of Records Mgt Policy
05/17/2017	Submit for Concurrency	Galen Wilson	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
05/22/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
05/22/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
05/23/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist