

WITHDRAWN – RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0060-2017-0015

Request for Records Disposition Authority

Records Schedule Number DAA-0060-2017-0015

Schedule Status Returned Without Action

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 Program History Files

Internal agency concurrences will be provided No

Background Information Records maintained as a discrete collection to document the history of significant agency programs. 'Program' as used here means legislatively-established functions or mandates that impose responsibility for programmatic outcomes on any formally established organizational unit within an agency. The function may correspond to a specific formally established agency component or office, or may consist of a sub-unit of those components or offices. Maintaining these files may be the responsibility of a designated agency historian or history office, or may be included in the duties of another office.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	1

GAO Approval

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Outline of Records Schedule Items for DAA-0060-2017-0015

Sequence Number

1

Program History Files

Disposition Authority Number: DAA-0060-2017-0015-0001

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Records Schedule Items

Sequence Number	
1	<p>Program History Files</p> <p>Disposition Authority Number DAA-0060-2017-0015-0001</p> <p>Records documenting the creation or establishment of the program, and the events or activities of major significance to the agency. Examples include founding legislation, mission statements, delegation of responsibilities, position papers, reports or studies, and press releases.</p> <p>Final Disposition Permanent</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p> <p>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>GRS or Superseded Authority Citation DAA-0379-2013-0001-0005 NC1-170-77-001 / 110-01/a/1, partial DAA-0379-2013-0001-0013 DAA-0379-2013-0001-0014 N1-129-99-014 / 3 N1-129-99-012 / 7 N1-129-99-012 / 8A1 N1-129-99-012 / 8C N1-129-99-012 / 8D N1-129-99-012 / 8E N1-129-99-012 / 9 N1-129-99-012 / 10 NC1-060-82-001 / 2</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cutoff annually.</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives 25 years after cutoff. Earlier transfer is authorized 5 years after cutoff for electronic or special media records.</p> <p>Additional Information</p> <p>What will be the date span of the initial transfer of records to the National Archives? Unknown This will depend on individual programs and record collections. Transfers may already be occurring</p>

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How frequently will your agency transfer these records to the National Archives?

under existing authorities for some programs and would be expected to continue.

Unknown

This will depend on individual programs and record content.

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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
03/01/2017	Certify	Rebekah Meservy	Assistant Director of RIM Operations	Justice Management Division - Office of Records Mgt Policy
11/15/2018	Return Without Action	Andreea Vlaicu	Archives Specialist	National Archives and Records Administration - Records Management Operations Appraisal Team 1