

## Request for Records Disposition Authority

Records Schedule Number      DAA-0436-2016-0002  
Schedule Status                Approved

Agency or Establishment        Bureau of Alcohol, Tobacco, Firearms, and Explosives  
Record Group / Scheduling Group   Records of the Bureau of Alcohol, Tobacco, Firearms, and Explosives  
Records Schedule applies to    Major Subdivision  
Major Subdivision                Office of Enforcement Programs and Services  
Minor Subdivision                Firearms and Ammunition Technology Division (FATD)  
Schedule Subject                 Firearms Marking Variance

Internal agency concurrences will be provided      No

Background Information         Records of firearms marking variances by ATF.

### 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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0436-2016-0002

Sequence Number
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1
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Firearms Marking Variance
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Disposition Authority Number: DAA-0436-2016-0002-0001
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## Records Schedule Items

Sequence Number	
1	<p data-bbox="350 412 730 449"><b>Firearms Marking Variance</b></p> <p data-bbox="350 463 1136 500">Disposition Authority Number      DAA-0436-2016-0002-0001</p> <p data-bbox="350 514 1494 883">Licensed firearms manufacturers must obtain a marking variance in order to mark and produce frames or receivers on behalf of another licensed manufacturer. Variances may be requested by letter or by submission of ATF E-Form 3311.4, Application for Alternate Means of Identification of Firearm(s) (Marking Variance). Approved marking variances are retained by Firearms and Ammunition Technology Branch to assist Federal, State, and local law enforcement agencies in determining whether recovered, stolen, or abandoned firearms have been transported through interstate commerce. This information can be used to assist investigators in determining the origin and identification of firearms as well as apprehending criminals.</p> <p data-bbox="350 898 909 936">Final Disposition                      Temporary</p> <p data-bbox="350 951 844 989">Item Status                              Active</p> <p data-bbox="350 1004 812 1042">Is this item media neutral?          Yes</p> <p data-bbox="350 1057 812 1181">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="350 1195 812 1298">Do any of the records covered by this item exist as structured electronic data?                      Yes</p> <p data-bbox="350 1319 665 1357"><b>Disposition Instruction</b></p> <p data-bbox="350 1372 1429 1457">Cutoff Instruction                      Cut off when no longer needed for ATF business purposes.</p> <p data-bbox="350 1472 1153 1510">Retention Period                      Destroy 3 year(s) after cutoff</p> <p data-bbox="350 1532 665 1570"><b>Additional Information</b></p> <p data-bbox="350 1585 941 1623">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
07/22/2016	Certify	Gregory Carroll	ATF Records Officer	Office of Science and Technology - Resource Management Staff
10/28/2016	Return for Revision	Lloyd Beers	Appraisal Archivist	National Archives and Records Administration - ACNR Records Management Services
10/28/2016	Submit For Certification	Gregory Schildmeyer	Contractor	Bureau - Bureau
11/01/2016	Certify	Gregory Carroll	ATF Records Officer	Office of Science and Technology - Resource Management Staff
01/24/2017	Submit for Concurrence	Jeremy Schmidt	Archives Specialist	National Archives and Records Administration - ACRA Appraisal Team 1
01/27/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/27/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/30/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist