

# WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0059-2014-0013

## Request for Records Disposition Authority

Records Schedule Number      DAA-0059-2014-0013  
Schedule Status                Returned Without Action

Agency or Establishment      Department of State  
Record Group / Scheduling Group    General Records of the Department of State  
Records Schedule applies to      Major Subdivision  
Major Subdivision                Bureau of Counterterrorism  
Minor Subdivision                Office of Terrorist Screening and Interdiction Program  
Schedule Subject                Records for the Office of Terrorist Screening and Interdiction Program  
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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	7

### GAO Approval

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## Outline of Records Schedule Items for DAA-0059-2014-0013

Sequence Number	
1	<b>Bilateral Agreements</b> Disposition Authority Number: DAA-0059-2014-0013-0001
2	<b>Biometric Bilateral Agreements</b> Disposition Authority Number: DAA-0059-2014-0013-0002
3	<b>Event-Based Bilateral Agreements</b> Disposition Authority Number: DAA-0059-2014-0013-0003
4	<b>Country Specific Working Files</b> Disposition Authority Number: DAA-0059-2014-0013-0004
5	<b>Official Biographic Information</b> Disposition Authority Number: DAA-0059-2014-0013-0005
6	<b>Phone List</b> Disposition Authority Number: DAA-0059-2014-0013-0006
7	<b>Preparatory Documents</b> Disposition Authority Number: DAA-0059-2014-0013-0007

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## Records Schedule Items

Sequence Number	
1	<p><b>Bilateral Agreements</b></p> <p>Disposition Authority Number      DAA-0059-2014-0013-0001</p> <p><b>TSI agreements to exchange terrorist screening information with foreign governments.</b></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Item Status                                Withdrawn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>Withdrawn Status Explanation        Entire schedule withdrawn; see letter to State dated 11/8/2016.</p> <p><b>Disposition Instruction</b></p> <p>If this item has multiple sections, indicate here records to which this section apply      <b>Non-electronic Textual Records</b></p> <p>Cutoff Instruction                        Block by year.</p> <p>Transfer to Inactive Storage            Retire hard copy files when 10 years old to the RSC for transfer to the WNRC.</p> <p>Transfer to the National Archives for Accessioning      Transfer to the National Archives when 25 years old.</p> <p><b>Additional Information</b></p> <p>What will be the date span of the initial transfer of records to the National Archives?      <b>Unknown</b> Date span is undetermined at this time.</p> <p>How frequently will your agency transfer these records to the National Archives?      <b>Every 25 Years</b></p> <p><b>Disposition Instruction</b></p> <p>If this item has multiple sections, indicate here records to which this section apply      <b>Electronic Records</b></p>

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Cutoff Instruction	Block by year.
Transfer to Inactive Storage	Retain on-line for 10 years.
Transfer Electronic Records to the National Archives for Pre-Accessioning	Transfer electronic records to the National Archives for pre-accessioning 5 year(s) after cutoff.
Transfer to the National Archives for Accessioning	Transfer electronic records to the National Archives for pre-accessioning in 5 year blocks. Transfer to the National Archives in 10 year blocks 25 years after cutoff.

## Additional Information

What will be the date span of the initial transfer of records to the National Archives?	Unknown Date span of initial transfer is unknown at this time.
How frequently will your agency transfer these records to the National Archives?	Every 25 Years

## Biometric Bilateral Agreements

Disposition Authority Number      DAA-0059-2014-0013-0002

Copies of Department of Defense (DoD) biometrics bilateral agreements to exchange terrorist biometric information with foreign countries.

Final Disposition	Temporary
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Item Status	Withdrawn
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Is this item media neutral?	Yes
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Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
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Withdrawn Status Explanation	Entire schedule withdrawn; see letter to State dated 11/8/2016.
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## Disposition Instruction

Retention Period	Destroy/delete 25 years after agreement signed.
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## Additional Information

GAO Approval	Not Required
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## Event-Based Bilateral Agreements

Disposition Authority Number      DAA-0059-2014-0013-0003

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Agreements with foreign countries to screen their watchlist information in preparation for specific events worldwide to include, but not limited to, the Olympics, World Cup, APEC conferences, etc.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Withdrawn Status Explanation Entire schedule withdrawn; see letter to State dated 11/8/2016.

## Disposition Instruction

Retention Period Destroy/delete 10 years after event.

## Additional Information

GAO Approval Not Required

## Country Specific Working Files

Disposition Authority Number DAA-0059-2014-0013-0004

Records consists of documents created and utilized as background information and correspondence with posts and other Federal agencies on status of information sharing agreements with foreign countries.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Withdrawn Status Explanation Entire schedule withdrawn; see letter to State dated 11/8/2016.

## Disposition Instruction

Retention Period Destroy/delete when 25 years old.

## Additional Information

GAO Approval Not Required

## Official Biographic Information

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Disposition Authority Number	DAA-0059-2014-0013-0005
Consists of biographic information on office personnel issued at meetings with foreign dignitaries and/or domestic officials.	
Final Disposition	Temporary
Item Status	Withdrawn
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
Withdrawn Status Explanation	Entire schedule withdrawn; see letter to State dated 11/8/2016.
Disposition Instruction	
Retention Period	Destroy/delete when official is separated or when no longer needed, whichever is later.
Additional Information	
GAO Approval	Not Required
Phone List	
Disposition Authority Number	DAA-0059-2014-0013-0006
Contains office personnel contact information.	
Final Disposition	Temporary
Item Status	Withdrawn
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
Withdrawn Status Explanation	Entire schedule withdrawn; see letter to State dated 11/8/2016.
Disposition Instruction	
Retention Period	Destroy/delete when separated or no longer needed, whichever is later.
Additional Information	
GAO Approval	Not Required
Preparatory Documents	

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Disposition Authority Number	DAA-0059-2014-0013-0007
Consist of briefing notes, talking points, position papers, background checklists, and country reports used by DoS officials in preparation for meeting with foreign dignitaries and other U.S. officials.	
Final Disposition	Temporary
Item Status	Withdrawn
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
Withdrawn Status Explanation	Entire schedule withdrawn; see letter to State dated 11/8/2016.
Disposition Instruction	
Retention Period	Destroy/delete when 25 years old.
Additional Information	
GAO Approval	Not Required

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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
05/06/2014	Certify	Tasha Thian	Agency Records Officer	A/GIS - A/GIS/IPS/RA
05/06/2014	Return for Revision	Sean Curry	Senior Records Analyst	National Archives and Records Administration - Agency Services
05/14/2014	Submit For Certification	Shelia Prince	Program Analyst	A/GIS - A/GIS/IPS/RA
05/14/2014	Certify	Tasha Thian	Agency Records Officer	A/GIS - A/GIS/IPS/RA
11/09/2016	Return Without Action	Sean Curry	Senior Appraisal Archivist	National Archives and Records Administration - Agency Services

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