

Request for Records Disposition Authority

Records Schedule Number DAA-0015-2013-0001
Schedule Status Returned Without Action
Agency or Establishment Department of Veterans Affairs
Record Group / Scheduling Group Records of the Department of Veterans Affairs
Records Schedule applies to Agency-wide
Schedule Subject Veterans Benefits Administration (VBA) Office of Performance Analysis and Integrity (OPA&I) that responds to requests for information from stakeholders
Internal agency concurrences will be provided Yes

Background Information

An Ad Hoc Data Request (DR) is a one-time extract of available data from the Office of Performance Analysis and Integrity (OPA&I) Enterprise Data Warehouse. Data are provided to internal and external requestors to fulfill a variety of needs. Internal business requests are typically for analyzing workload or impact effectiveness of benefit programs administered by the Veterans Benefits Administration (VBA).

WITHDRAWN

OPA&I responds to requests for data and information such as raw data, customized data, and customized reports from internal and external stakeholders with a valid need for the information.

We may also provide a narrative interpretation of the results.

Data may contain Personally Identifiable Information (PII) to include disability evaluation, financial, marital status, and other information obtained from the benefits claim process. A data sharing agreement (DSA) is required before we can provide PII data to a customer outside of VBA.

Data delivered to an outside entity is scrubbed (PII removed) before release when there is no DSA in place.

After data is released to the requestor, OPA&I does not track or manage its use or assume any responsibility with regard to any follow-on actions that may be made because of the data we provide. It is the responsibility of the recipient of this information to ensure that the data only be used for the purpose approved, that it is stored securely, and that unauthorized access to the data is prevented.

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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	2

GAO Approval

WITHDRAWN

Outline of Records Schedule Items for DAA-0015-2013-0001

Sequence Number	
1	Department of Veterans Affairs, Veterans Benefits Administration (VBA) Office of Performance Analysis and Integrity (OPA&I) that responds to requests for information from stakeholders.
1.1	Requests for data and analysis reports Disposition Authority Number: DAA-0015-2013-0001-0001
2	Requests for summary data only Disposition Authority Number: DAA-0015-2013-0001-0002

WITHDRAWN

Records Schedule Items

Sequence Number	
1	<p>Department of Veterans Affairs, Veterans Benefits Administration (VBA) Office of Performance Analysis and Integrity (OPA&I) that responds to requests for information from stakeholders.</p> <p>An Ad Hoc Data Request (DR) is a one-time extract of available data from the Office of Performance Analysis and Integrity (OPA&I) Enterprise Data Warehouse. Data are provided to internal and external requestors to fulfill a variety of needs. Internal business requests are typically for analyzing workload or impact effectiveness of benefit programs administered by the Veterans Benefits Administration (VBA). OPA&I responds to requests for data and information such as raw data, customized data, and customized reports from internal and external stakeholders with a valid need for the information.</p>
1.1	<p>Requests for data and analysis reports</p> <p>Disposition Authority Number DAA-0015-2013-0001-0001</p> <p>Requests for data from high-level management to provide raw data, compiled in tables, charts, or another format to assist in understanding the results and interpretation.</p> <p>Final Disposition Temporary</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>Disposition Instruction</p> <p>Cutoff Instruction Destroy after the information has been delivered to the requester and when no longer needed for agency business</p> <p>Retention Period Destroy when no longer needed</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>Requests for summary data only</p> <p>Disposition Authority Number DAA-0015-2013-0001-0002</p> <p>Requests from Business Lines, Central Office Management or VBA Regional Offices for raw data. No additional presentation or analysis is provided.</p>

WITHDRAWN

Manipulation is limited to providing the requested data in a format that can be Transmitted (Access database, Excel file, 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

Disposition Instruction

Cutoff Instruction Destroy after the information has been delivered to requester and when no longer needed for agency business.

Retention Period Destroy when no longer needed

Additional Information

GAO Approval Not Required

WITHDRAWN

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
07/05/2013	Certify	Martin Hill	Program Management Office	Office of Information and Technology - Enterprise Records Service
11/01/2013	Return Without Action	David Weber	for	National Archives and Records Administration - Records Management Services

WITHDRAWN

Executive Summary

Summary

Permanent Item Numbers

Federal Register Notice

Publication Date

Copies Requested 0

Comments Received 0

WITHDRAWN