

## Request for Records Disposition Authority

Records Schedule Number      **DAA-0359-2017-0002**  
Schedule Status                **Approved**  
  
Agency or Establishment       **Office of Science and Technology Policy**  
Record Group / Scheduling Group **Records of the Office of Science and Technology**  
Records Schedule applies to   **Agency-wide**  
Schedule Subject               **Email of the Obama Administration**  
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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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	1	0	0

### GAO Approval

## Outline of Records Schedule Items for DAA-0359-2017-0002

Sequence Number
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1
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Email of the Obama Administration Disposition Authority Number: DAA-0359-2017-0002-0001
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## Records Schedule Items

Sequence Number	
1	<p data-bbox="362 389 857 421"><b>Email of the Obama Administration</b></p> <p data-bbox="362 442 1170 474">Disposition Authority Number      <b>DAA-0359-2017-0002-0001</b></p> <p data-bbox="362 495 1511 570"><b>This item includes all email messages, attachments, calendars, and transmission data associated with all accounts (staff and program).</b></p> <p data-bbox="362 591 992 623">Final Disposition                      <b>Permanent</b></p> <p data-bbox="362 644 870 676">Item Status                                <b>Active</b></p> <p data-bbox="362 697 824 729">Is this item media neutral?            <b>No</b></p> <p data-bbox="362 751 1138 783">Explanation of limitation              <b>Solely electronic records.</b></p> <p data-bbox="362 804 824 932">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      <b>No</b></p> <p data-bbox="362 974 678 1006"><b>Disposition Instruction</b></p> <p data-bbox="362 1027 1325 1059">Cutoff Instruction                        <b>Cutoff at the end of the Administration</b></p> <p data-bbox="362 1081 1533 1155">Transfer to the National Archives for Accessioning      <b>Transfer to the National Archives after the end of the Administration.</b></p> <p data-bbox="362 1198 678 1229"><b>Additional Information</b></p> <p data-bbox="362 1251 1068 1347">What will be the date span of the initial transfer of records to the National Archives?      <b>From 2009 To 2017</b></p> <p data-bbox="362 1368 959 1464">How frequently will your agency transfer these records to the National Archives?      <b>Unknown one transfer</b></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
11/02/2016	Certify	Dawn Epperson	Administrative Operations Officer	Excutive Office of the President - Office of Science and Technology Policy
01/05/2017	Submit for Concurrence	Lisa Clavelli	Supervisor, ACNR Appraisal Team 2	National Archives and Records Administration - Records Management Services
01/05/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/05/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/06/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist