

INACTIVE - ALL ITEMS SUPERSEDED

Request for Records Disposition Authority

Records Schedule Number DAA-0581-2016-0002
Schedule Status Modified Approved Version

Agency or Establishment Office of National Drug Control Policy
Record Group / Scheduling Group Records of the Office of National Drug Control Policy
Records Schedule applies to Agency-wide
Schedule Subject Email of the Obama Administration

Internal agency concurrences will be provided No

Background Information

A component of the Executive Office of the President, ONDCP was created by the Anti-Drug Abuse Act of 1988. ONDCP advises the President on drug-control issues, coordinates drug-control activities and related funding across the Federal government, and produces the annual National Drug Control Strategy, which outlines Administration efforts to reduce illicit drug use, manufacturing and trafficking, drug-related crime and violence, and drug-related health consequences.

The principal purpose of the Office of National Drug Control Policy (ONDCP) is to establish policies, priorities, and objectives for the Nation's drug control program, with the overall goal of significantly reducing the production, availability, and use of illegal drugs both here at home and abroad.

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of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

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Outline of Records Schedule Items for DAA-0581-2016-0002

Sequence Number

1	Email of the Obama Administration Disposition Authority Number: DAA-0581-2016-0002-0001
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Records Schedule Items

Sequence Number	
1	<p>Email of the Obama Administration</p> <p>Disposition Authority Number DAA-0581-2016-0002-0001</p> <p>This item includes all email messages, attachments, and transmission data associated with all accounts (staff and program).</p> <p>Final Disposition Permanent</p> <p>Item Status Inactive</p> <p>Is this item media neutral? No</p> <p>Explanation of limitation Solely electronic records.</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>Inactive Status Explanation NARA accessioned these records.</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off at the end of the Administration</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives after the end of the Administration.</p> <p>Additional Information</p> <p>First year of records accumulation 2009</p> <p>End year of records accumulation 2017</p> <p>What will be the date span of the initial transfer of records to the National Archives? From 2009 To 2017</p> <p>How frequently will your agency transfer these records to the National Archives? Unknown These records will be transferred once.</p>

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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
11/22/2016	Certify	Martha Gagne	Deputy Associate Director, OMA	ONDCP - ONDCP
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