

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0220-2014-0006

Request for Records Disposition Authority

Records Schedule Number DAA-0220-2014-0006
Schedule Status Returned Without Action

Agency or Establishment Recovery Accountability and Transparency Board
Record Group / Scheduling Group Records of Temporary Committees, Commissions, and Boards
Records Schedule applies to Agency-wide
Schedule Subject Legal Records
Internal agency concurrences will be provided No

Background Information Legal Records

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of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |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 | 8 |

GAO Approval

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

Outline of Records Schedule Items for DAA-0220-2014-0006

| Sequence Number | |
|-----------------|---|
| 1 | Employee Testimony Disposition Authority Number: DAA-0220-2014-0006-0001 |
| 2 | Legal Opinions Disposition Authority Number: DAA-0220-2014-0006-0002 |
| 3 | Memoranda of Understanding Disposition Authority Number: DAA-0220-2014-0006-0003 |
| 4 | Contract Appeals Case Files Disposition Authority Number: DAA-0220-2014-0006-0004 |
| 5 | Legislation Reviewed by RATB Disposition Authority Number: DAA-0220-2014-0006-0005 |
| 6 | Proposed and Final Rules for Publication Disposition Authority Number: DAA-0220-2014-0006-0006 |
| 7 | Internal Agency Committees Related to an Agency's Mission Disposition Authority Number: DAA-0220-2014-0006-0007 |
| 8 | Records Created by Advisory Commissions, Committees, Councils, Boards and Other Groups Established under the Federal Advisory Committee Act (FACA) Disposition Authority Number: DAA-0220-2014-0006-0008 |

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule. DAA-0220-2014-0006

Records Schedule Items

| Sequence Number | |
|-----------------|---|
| 1 | <p>Employee Testimony</p> <p>Disposition Authority Number DAA-0220-2014-0006-0001</p> <p>Material related to judicial and administrative testimony of employees of the Department</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Item Status Withdrawn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>Disposition Instruction</p> <p>Cutoff Instruction Cut off files at end of fiscal year.</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives immediately after termination of the board.</p> <p>Additional Information</p> <p>What will be the date span of the initial transfer of records to the National Archives? From 2009 To 2015</p> <p>How frequently will your agency transfer these records to the National Archives? Unknown Upon termination of the board.</p> |
| 2 | <p>Legal Opinions</p> <p>Disposition Authority Number DAA-0220-2014-0006-0002</p> <p>Material related to legal opinions</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> |

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

Disposition Instruction

Cutoff Instruction

Cut off files at end of fiscal year.

Transfer to the National Archives
for Accessioning

Transfer to the National Archives immediately after
termination of the board.

Additional Information

What will be the date span of the
initial transfer of records to the
National Archives?

From 2009 To 2015

How frequently will your agency
transfer these records to the
National Archives?

Unknown
Upon termination of the board.

3

Memoranda of Understanding

Disposition Authority Number

DAA-0220-2014-0006-0003

Correspondence and material related to memoranda of understanding and
interagency agreements

Final Disposition

Permanent

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

Cut off files at end of fiscal year.

Transfer to the National Archives
for Accessioning

Transfer to the National Archives immediately after
termination of the board.

Additional Information

What will be the date span of the
initial transfer of records to the
National Archives?

From 2009 To 2015

How frequently will your agency
transfer these records to the
National Archives?

Unknown
Upon termination of the board.

4

Contract Appeals Case Files

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0220-2014-0006

Disposition Authority Number DAA-0220-2014-0006-0004
Correspondence and material related to contract appeals case files arising under the Contracts Dispute Act.

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 Cut off files at end of fiscal year.

Retention Period Destroy 1 year(s) after final action on decision.

Additional Information

GAO Approval Not Required

Legislation Reviewed by RATB

Disposition Authority Number DAA-0220-2014-0006-0005

Correspondence maintained by RATB in connection with the monitoring of legislative activity that may affect the mission and operation of RATB. The files may contain, when applicable, printed copies of electronic mail and word processing documents

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 Cutoff files annually the year that the legislation is introduced to Congress.

Retention Period Delete/destroy upon termination of the board. *In the event the board becomes permanent and/or supersedes the sunset date, the following disposition authority applies: Temporary Records – Cutoff files annually the year that the legislation is introduced to Congress. Maintain in office for 3 years and then

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0220-2014-0006

retire to the Washington National Records Center (WNRC). Destroy when 7 years old

Additional Information

GAO Approval Not Required

Proposed and Final Rules for Publication

Disposition Authority Number DAA-0220-2014-0006-0006

Agency files documenting the development, clearance, and processing of proposed and final rules for publication (i.e. Federal Register)

Final Disposition Permanent

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 Cut off files at end of fiscal year.

Transfer to the National Archives for Accessioning Transfer to the National Archives immediately after termination of the board.

Additional Information

What will be the date span of the initial transfer of records to the National Archives? From 2009 To 2015

How frequently will your agency transfer these records to the National Archives? Unknown
Upon termination of the board.

Internal Agency Committees Related to an Agency's Mission

Disposition Authority Number DAA-0220-2014-0006-0007

Committees established by agency authority (not established by Public Law or Executive Order) for facilitative or operational purposes, related to the agency's mission, composed wholly of full-time officers or employees of the Federal government, and not subject to the Federal Advisory Committee Act, e.g. committees tasked with reviewing policy, studying reorganizations, recommending new actions or developing multi-year plans. In the case of interagency bodies, this schedule covers the records maintained by the designated secretariat as well as records accumulated by other commission members (i.e. Data Integrity Board,

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

GAP Board). Any files created and/or maintained by the committee including agenda, minutes, final reports, and related records documenting accomplishments of official boards and committees. This schedule does not apply to the records of Presidential commissions, boards, councils and committees covered by the Presidential Records Act.

Final Disposition Permanent

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 Cut off files at end of fiscal year.

Transfer to the National Archives for Accessioning Transfer to the National Archives immediately after termination of the board.

Additional Information

What will be the date span of the initial transfer of records to the National Archives? From 2009 To 2015

How frequently will your agency transfer these records to the National Archives? Unknown
Upon termination of the board.

8 Records Created by Advisory Commissions, Committees, Councils, Boards and Other Groups Established under the Federal Advisory Committee Act (FACA)

Disposition Authority Number DAA-0220-2014-0006-0008

Files documenting the Board's establishment, membership, policy, organization, deliberations, findings, and recommendations, including such records as • original charter, renewal and amended charters, organization charts, functional statements, directives or memorandums to staff concerning their responsibilities, and other materials that document the organization and functions of the Commission and its components • agendas, briefing books, minutes, testimony, and transcripts of meetings and hearings as well as audiotapes and/or videotapes of meetings and hearings which were not fully transcribed • one copy each of reports, studies, pamphlets, posters (2 copies) and other publications produced by or for the commission as well as news releases, commissioners' speeches, formal photographs and other significant public affairs files • correspondence, subject and other files maintained by key commission staff, such as the chair, executive director, and legal counsel, documenting the functions of the Board • substantive

WITHDRAWN - RETURNED WITHOUT ACTION

WITHDRAWN - RETURNED WITHOUT ACTION

records relating to research studies and other projects, including unpublished studies and reports and substantive research materials (may include electronic data). • questionnaires, surveys and other raw data accumulated in connection with research studies and other projects where the information has been consolidated or aggregated in analyses, reports, or studies covered by Item 2(a) (may include data maintained electronically). • Records created to comply with the provisions of the Government in the Sunshine Act, annual reports to Congress describing the agency's compliance with the act. • Documentation of subcommittees, working groups, or other subgroups of advisory committees, that support their reports and recommendations to the full or parent committee. This documentation may include, but is not limited to minutes, transcripts, reports, correspondence, briefing materials, and other related records. • Documentation of formally designated subcommittees and working groups. This documentation may include, but is not limited to minutes, transcripts, reports, correspondence, briefing materials, and other related records.

Final Disposition Permanent

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 Cut off files at end of fiscal year.

Transfer to the National Archives for Accessioning Transfer to the National Archives immediately after termination of the board.

Additional Information

What will be the date span of the initial transfer of records to the National Archives? From 2009 To 2015

How frequently will your agency transfer these records to the National Archives? Unknown
Upon termination of the board.

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule. DAA-0220-2014-0006

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 |
|------------|--------------------------|----------------|-----------------|---|
| 03/27/2014 | Certify | Veda Woods | CISO Deputy CIO | Recovery Accountability and Transparency Board - Information Assurance Office |
| 11/17/2014 | Return for Revision | Lauren Crisler | Appraiser | National Archives and Records Administration - Records Management Services |
| 11/18/2014 | Submit For Certification | Veda Woods | CISO Deputy CIO | Recovery Accountability and Transparency Board - Information Assurance Office |
| 11/18/2014 | Certify | Veda Woods | CISO Deputy CIO | Recovery Accountability and Transparency Board - Information Assurance Office |
| 01/16/2015 | Return for Revision | Lauren Crisler | Appraiser | National Archives and Records Administration - Records Management Services |
| 03/24/2015 | Return Without Action | Lauren Crisler | Appraiser | National Archives and Records Administration - Records Management Services |

WITHDRAWN - RETURNED WITHOUT ACTION