

## Request for Records Disposition Authority

Records Schedule Number      **DAA-0220-2014-0016**  
Schedule Status                **Approved**

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                **Oversight Support Records**  
Internal agency concurrences will be provided    **No**

Background Information        **Material related to Oversight Support records of the Recovery Accountability and Transparency Board.**

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>

GAO Approval

## Outline of Records Schedule Items for DAA-0220-2014-0016

Sequence Number	
1	Oversight Support Files Not Relating to a Specific Matter Disposition Authority Number: DAA-0220-2014-0016-0001
2	Oversight Support Files. Disposition Authority Number: DAA-0220-2014-0016-0002

## Records Schedule Items

Sequence Number	
1	<p><b>Oversight Support Files Not Relating to a Specific Matter</b></p> <p>Disposition Authority Number      DAA-0220-2014-0016-0001</p> <p>Datasets and other files containing information which are related to the Board's oversight support efforts, but do not relate to a specific matter. This includes support datasets and other files providing general and resource information that may prove useful in Board oversight support efforts. This includes those files categorized as miscellaneous information files and associated system files.</p> <p>Final Disposition                      Temporary</p> <p>Item Status                              Active</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?      Yes</p> <p>Do any of the records covered by this item exist as structured electronic data?                      Yes</p> <p><b>Disposition Instruction</b></p> <p>Cutoff Instruction                      Delete upon termination of the Board.</p> <p>Retention Period                        Destroy immediately after termination of the Board.</p> <p><b>Additional Information</b></p> <p>GAO Approval                            Not Required</p>
2	<p><b>Oversight Support Files.</b></p> <p>Disposition Authority Number      DAA-0220-2014-0016-0002</p> <p>Material developed in the course of conducting analytics and other activities related to the Recovery Board's federal spending oversight responsibilities. Such analytics and activities are performed, in part, in response to Requests for Analytics submitted by Offices of Inspector General and other entities' in connection with investigations of known or alleged fraud, abuse, and irregularities or violations of laws, rules and regulations, audits, and other inquiries related to federal spending. Materials may also include: files relating to hotline complaints and other miscellaneous complaint files; analytical reports and related documents, such as correspondence, notes, and working papers; information or allegations that are oversight support related but do not result in establishment of a formal case file; anonymous or vague allegations not warranting an investigation; matters</p>

referred externally or other support files providing general information which may prove useful in Board oversight support efforts; oversight support related program files – documents relating to the internal administration and management of the oversight function – but not general administrative or housekeeping files; and associated system records. (The Evidence Ledger and Custody Files, item 0001 on a previous version, are now included in this item. Those records document the description, receipt, and disposition of physical property held as evidence for use in investigative proceedings. Included are vouchers, statements of destruction, ledgers, and related information.)

Final Disposition Temporary

Item Status Active

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? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

Disposition Instruction

Cutoff Instruction Cutoff files upon termination of the Board.

Retention Period Delete/ destroy 10 years after the Board's sunset or 10 years after the last reference activity, whichever is later. Earliest disposition date is October 1, 2025

Additional Information

GAO Approval Not Required

### 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
07/21/2014	Certify	Veda Woods	CISO Deputy CIO	Recovery Accountability and Transparency Board - Information Assurance Office
08/05/2014	Return for Revision	Lauren Crisler	Appraiser	National Archives and Records Administration - Records Management Services
10/01/2014	Submit For Certification	Veda Woods	CISO Deputy CIO	Recovery Accountability and Transparency Board - Information Assurance Office
10/02/2014	Certify	Veda Woods	CISO Deputy CIO	Recovery Accountability and Transparency Board - Information Assurance Office
11/06/2014	Return for Revision	Lauren Crisler	Appraiser	National Archives and Records Administration - Records Management Services
11/10/2014	Submit For Certification	Veda Woods	CISO Deputy CIO	Recovery Accountability and Transparency Board - Information Assurance Office
11/17/2014	Certify	Veda Woods	CISO Deputy CIO	Recovery Accountability and Transparency Board - Information Assurance Office
12/03/2014	Return for Revision	Lauren Crisler	Appraiser	National Archives and Records Administration - Records Management Services
12/04/2014	Submit For Certification	Veda Woods	CISO Deputy CIO	Recovery Accountability and Transparency

				Board - Information Assurance Office
12/04/2014	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
02/14/2015	Submit For Certification	Veda Woods	CISO Deputy CIO	Recovery Accountability and Transparency Board - Information Assurance Office
02/14/2015	Certify	Veda Woods	CISO Deputy CIO	Recovery Accountability and Transparency Board - Information Assurance Office
05/12/2015	Return for Revision	Lauren Crisler	Appraiser	National Archives and Records Administration - Records Management Services
05/14/2015	Submit For Certification	Veda Woods	CISO Deputy CIO	Recovery Accountability and Transparency Board - Information Assurance Office
05/14/2015	Certify	Veda Woods	CISO Deputy CIO	Recovery Accountability and Transparency Board - Information Assurance Office
09/22/2015	Submit for Concurrence	Lauren Crisler	Appraiser	National Archives and Records Administration - Records Management Services
09/23/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
09/23/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program

				- ACNR Records Management Services
09/25/2015	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist