

Request for Records Disposition Authority

Records Schedule Number	DAA-0220-2022-0001
Schedule Status	Approved
Agency or Establishment	Commission on Combating Synthetic Opioid Trafficking
Record Group / Scheduling Group	Records of Temporary Committees, Commissions, and Boards
Records Schedule applies to	Agency-wide
Schedule Subject	Records of the Commission on Combating Synthetic Opioid Trafficking
Internal agency concurrences will be provided	No
Background Information	<p>The Commission on Combating Synthetic Opioid Trafficking was created by Congress to develop a consensus on a strategic approach to combating the flow of synthetic opioids into the United States.</p> <p>Established by the National Defense Authorization Act of 2020 (P.L No: 116-92), the Commission was tasked with defining the core objectives and priorities of the strategic approach of such an approach; to weigh the costs and benefits of various strategic options to combat the flow of synthetic opioids from the People's Republic of China, Mexico, and other countries; to evaluate how the United States should incorporate and implement the findings; to review and make determinations on the difficult choices to establish to encourage the effective regulation of dangerous synthetic opioids; to report on efforts by actors in the People's Republic of China to subvert United States laws and to supply illicit synthetic opioids to persons in the United States, to report on the deficiencies in the regulation of pharmaceutical and chemical production of controlled substances and export controls with respect to such substances in the People's Republic of China and other countries that allow opioid traffickers to subvert such regulations and controls to traffic illicit opioids into the United States; to report on the scale of contaminated or counterfeit drugs originating from the People's Republic of China and India; to report on how the United States could work more effectively with provincial and local officials in the People's Republic of China and other countries to combat the illicit production of synthetic opioids; and to weigh the options for defending the United States against the dangers of trafficking in synthetic opioids, to consider possible structures and authorities that need to be established, revised, or augmented within the Federal Government.</p>

The Commission is an independent establishment of the Federal government composed of the Director of the White House Office of National Drug Control Policy; Administrator of the DEA; Secretary of Homeland Security; Secretary of Defense; Secretary of the Treasury; Secretary of State; Director of National Intelligence; and two members each (one who is a member of their respective chamber of Congress and one who is not) appointed by the Senate Majority Leader, Senate Minority Leader, Speaker of the House, and House Minority Leader.

The Commission stood up on March 24, 2021 and will conduct its last meeting on February 4, 2022. By statute the Commission will issue its final report on February 8, 2022, with a short period of additional time available for closeout actions.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
3	2	1	0

GAO Approval

0003

Outline of Records Schedule Items for DAA-0220-2022-0001

Sequence Number	
1	Substantial Committee Records Disposition Authority Number: DAA-0220-2022-0001-0001
2	Reports Disposition Authority Number: DAA-0220-2022-0001-0002
3	Non-substantial Committee Records Disposition Authority Number: DAA-0220-2022-0001-0003

Records Schedule Items

Sequence Number		
1	<p>Substantial Committee Records</p> <p>Disposition Authority Number DAA-0220-2022-0001-0001</p> <p>Records documenting the establishment and formation of the Commission and its significant actions and decisions in carrying out the unique activities for which it is established. These records document the establishment of the Commission, appointment of Commissioners, and Commissioner biographies; meetings between Commission Staff, and/or Commissioners and third parties including agendas, briefing materials prepared and presented by the Commission, and meeting minutes; research memos; summaries of conclusions; drafts of reports; and correspondence documenting significant actions and decisions made. Included are any policy papers or research paper produced by or for the Commission relating to the final report as well as statements, remarks, or any documents released to the press. Correspondence via email is captured for Commissioners at the account level for the entire tenure of the individual serving.</p> <p>Final Disposition Permanent</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? No</p> <p>Disposition Instruction</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives immediately after the termination of the Commission</p> <p>Additional Information</p> <p>First year of records accumulation 2020</p> <p>End year of records accumulation 2022</p> <p>What will be the date span of the initial transfer of records to the National Archives? From 2020 To 2022</p> <p>How frequently will your agency transfer these records to the National Archives? Unknown This is a one-time transfer at sunset of the Commission.</p>	
	Estimated Current Volume	Annual Accumulation

Electronic/Digital	50 MB	
Paper		
Microform		
Hardcopy or Analog Special Media		

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Reports

Disposition Authority Number **DAA-0220-2022-0001-0002**

Initial and final reports and recommendations submitted to Congress and significant drafts of the report.

Final Disposition **Permanent**

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? **No**

Disposition Instruction

Transfer to the National Archives for Accessioning **Transfer to the National Archives immediately after the termination of the Commission**

Additional Information

First year of records accumulation **2021**

End year of records accumulation **2022**

What will be the date span of the initial transfer of records to the National Archives? **From 2021 To 2022**

How frequently will your agency transfer these records to the National Archives? **Unknown
This is a one-time transfer at sunset of the Commission.**

	Estimated Current Volume	Annual Accumulation
Electronic/Digital	5 MB	
Paper		

Microform		
Hardcopy or Analog Special Media		

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Non-substantial Committee Records

Disposition Authority Number **DAA-0220-2022-0001-0003**

Records of an administrative nature or those duplicative of information maintained elsewhere. Included are records relating to logistical or administrative aspects of committee meetings and activities; public requests for information; non-substantive Committee membership records; working files; routine correspondence; staff drafts of the final report which do not include significant changes and were not shared with the commission, and research materials unrelated to the final findings of the commission,

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? **No**

Disposition Instruction

Retention Period **Destroy immediately after termination of the Commission**

Additional Information

GAO Approval **Required and Received**

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
01/05/2022	Certify	Kemp Chester	Executive Director	Executive Office of the President - Office of National Drug Control Policy
05/06/2022	Submit for Concurrency	Andrea Shahmohammadi	Appraisal Archivist	National Archives and Records Administration - Records Management Office
05/10/2022	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
05/11/2022	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
05/17/2022	Approve	Debra Wall	Deputy Archivist	National Archives and Records Administration - ND Archives I Office