

INACTIVE - ALL ITEMS SUPERSEDED

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: **DAA-0266-2016-0004**

Request for Records Disposition Authority

Records Schedule Number DAA-0266-2016-0004

Schedule Status Modified Approved Version

Agency or Establishment Securities and Exchange Commission

Record Group / Scheduling Group Records of the Securities and Exchange Commission

Records Schedule applies to Agency-wide

Schedule Subject Studies and Reports to Congress

Internal agency concurrences will be provided No

Background Information Studies and reports to Congress which are publicly available at the time of submission and are not covered in other approved schedules.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

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Records Schedule: DAA-0266-2016-0004

Outline of Records Schedule Items for DAA-0266-2016-0004

Sequence Number

- | | |
|---|--|
| 1 | Final Version of the Study and/or Report
Disposition Authority Number: DAA-0266-2016-0004-0001 |
| 2 | Studies and/or Reports Supporting Documentation
Disposition Authority Number: DAA-0266-2016-0004-0002 |

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	Estimated Current Volume	Annual Accumulation
Electronic/Digital	5 GB	50 MB
Paper	10 Cubic feet	1 Cubic feet
Microform		
Hardcopy or Analog Special Media		

2

Studies and/or Reports Supporting Documentation

Disposition Authority Number DAA-0266-2016-0004-0002

Working files of the compiler of and contributors to the studies and/or reports, including correspondence, comments, justifications and other background notes or working files and supporting documentation related to the preparation of the study/report.

Final Disposition Temporary

Item Status Inactive

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

GRS or Superseded Authority Citation N1-266-09-002, item 2
N1-266-09-002, item 3
N1-266-12-001, item 5

Inactive Status Explanation This item is inactive because it was superseded by New Disposition Authority Number: DAA-0266-2017-0003-0002

Disposition Instruction

Cutoff Instruction Cutoff at the end of the calendar year covered by the study and/or report.

Retention Period Destroy 3 year(s) after cutoff

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Additional Information

GAO Approval

Not Required

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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
11/18/2015	Certify	Curt Francisco	Records Officer	Office of Support - Office of Records Management Services
11/18/2015	Return for Revision	Lloyd Beers	Appraisal Archivist	National Archives and Records Administration - ACNR Records Management Services
11/19/2015	Submit For Certification	Curt Francisco	Records Officer	Office of Support - Office of Records Management Services
11/19/2015	Certify	Curt Francisco	Records Officer	Office of Support - Office of Records Management Services
03/03/2016	Submit for Concurrence	Lloyd Beers	Appraisal Archivist	National Archives and Records Administration - ACNR Records Management Services
03/07/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/07/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/10/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist

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