

### Request for Records Disposition Authority

Records Schedule Number        **DAA-0021-2013-0003**  
Schedule Status                    **Approved**  
  
Agency or Establishment        **District Courts of the United States**  
Record Group / Scheduling Group **Records of District Courts of the United States**  
Records Schedule applies to    **Agency-wide**  
Schedule Subject                 **RDS 2 Item B(8)Judicial Conduct and Disability Records**  
Internal agency concurrences will be provided    **No**

Background Information        **Complaints filed under the Judicial Conduct and Disability Act (28 U.S.C. §351-354), alleging that a judge committed misconduct or is disabled. Items (B8a and B8b) relating to proceedings under the Judicial Conduct and Disability Act are confidential, and therefore disclosure-restricted, to the extent required by 28 U.S.C §360 and by Rules 23 and 24 of the Judicial Conference Rules for Judicial-Conduct and Judicial Disability Proceedings.**

#### 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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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>1</b>	<b>1</b>	<b>0</b>

#### GAO Approval

## Outline of Records Schedule Items for DAA-0021-2013-0003

Sequence Number	
1	RDS 2, Item B8a Orders, Memoranda of Decision, and their attachments Disposition Authority Number: DAA-0021-2013-0003-0001
2	RDS 2 Item B(8)b- Interim and Miscellaneous Materials Disposition Authority Number: DAA-0021-2013-0003-0002

## Records Schedule Items

Sequence Number	
1	<p><b>RDS 2, Item B8a Orders, Memoranda of Decision, and their attachments</b></p> <p>Disposition Authority Number      <b>DAA-0021-2013-0003-0001</b></p> <p>Order, Memoranda of Decision, and any reports or other items included therewith, issued by a Chief Judge, a Circuit Judicial Council, the United States Judicial Conference Committee on Judicial Conduct and Disability and its predecessors and successors, or the Judicial Conference of the United States, in any proceeding under the Judicial Conduct and Disability Act (as codified under 28 U.S.C. § 351-364 or elsewhere), the Judicial Conference Rules for Judicial-Conduct and Judicial Disability Proceedings, and any other associated rules.</p> <p>Final Disposition                      <b>Permanent</b></p> <p>Item Status                                <b>Active</b></p> <p>Is this item media neutral?            <b>Yes</b></p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      <b>No</b></p> <p><b>Disposition Instruction</b></p> <p>Transfer to the National Archives for Accessioning      <b>Transfer to the National Archives 10 year(s) after final decision or action or when no longer needed for reference purposes, whichever is later.</b></p> <p><b>Additional Information</b></p> <p>What will be the date span of the initial transfer of records to the National Archives?      <b>Unknown</b> <b>Unknown</b></p> <p>How frequently will your agency transfer these records to the National Archives?      <b>Unknown</b> <b>Unknown</b></p>
2	<p><b>RDS 2 Item B(8)b- Interim and Miscellaneous Materials</b></p> <p>Disposition Authority Number      <b>DAA-0021-2013-0003-0002</b></p> <p>Materials not listed in item a, not attached to a document listed in item a, that are created or received in any proceedings under the Judicial Conduct and Disability Act (as codified under 28 U.S.C. §351-364 or elsewhere), the Judicial Conference Rules for Judicial-Conduct and Judicial Disability Proceedings, and any other associated rules. These materials may include but are not limited to:</p>

complaints, petitions for review and responses thereto, special committee reports, notes, correspondence, and other items created or received during an inquiry or investigation.

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 5 year(s) after final disposition of complaint or when no longer needed for reference purposes, whichever is later.

**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
04/09/2013	Certify	Omar Herran	Judiciary Records Officer	US Courts - Administrative Office
03/18/2014	Submit for Concurrence	David Weber	for	National Archives and Records Administration - Records Management Services
03/26/2014	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
03/26/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
03/28/2014	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist