

Request for Records Disposition Authority

Records Schedule Number DAA-0021-2013-0004
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 (18) Records of Hearings
Internal agency concurrences will be provided No

Background Information

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

Outline of Records Schedule Items for DAA-0021-2013-0004

Sequence Number	
1	RDS 2 Item (18)a(1) Original court reporters' notes of proceedings, 28 U S C §753 (b) Disposition Authority Number DAA-0021-2013-0004-0001
2	RDS 2 Item (18)a(2) Original court reporters' notes of proceedings, 28 U S C §753 (b) Disposition Authority Number DAA-0021-2013-0004-0002
3	RDS 2 Item (18)1(3) Original court reporters' notes of proceedings, 28 U S C §753 (b) Disposition Authority Number DAA-0021-2013-0004-0003

Records Schedule Items

Sequence Number	
1	<p>RDS 2 Item (18)a(1) Original court reporters' notes of proceedings, 28 U S C §753(b)</p> <p>Disposition Authority Number DAA-0021-2013-0004-0001</p> <p>Electronic sound recordings of arraignments, pleas, and proceedings in connection with the imposition of sentence in non-death penalty criminal cases assigned district court docket numbers and filed with the clerk of court in lieu of transcript</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? No</p> <p>Explanation of limitation The paper is covered under a different disposition authority item</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>GRS or Superseded Authority Citation N1-021-11-2</p> <p>Disposition Instruction</p> <p>Retention Period: Destroy 20 year(s) after close of case</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>RDS 2 Item (18)a(2) Original court reporters' notes of proceedings, 28 U S C §753(b)</p> <p>Disposition Authority Number DAA-0021-2013-0004-0002</p> <p>Notes or electronic sound recordings covering criminal death penalty cases or civil captial habeas trial cases assigned district court docket numbers and filed with the clerk of court in lieu of transcript</p> <p>Final Disposition Permanent</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p>

	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	
	Transfer to the National Archives for Accessioning	Transfer to the National Archives 20 year(s) after close of case or when no longer needed by the court, whichever is later
	Additional Information	
	What will be the date span of the initial transfer of records to the National Archives?	Unknown Unknown
	How frequently will your agency transfer these records to the National Archives?	Unknown Unknown
3	RDS 2 IItem (18)1(3) Original court reporters' notes of proceedings, 28 U S C §753(b)	
	Disposition Authority Number	DAA-0021-2013-0004-0003
	All other original notes and proceedings	
	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
	GRS or Superseded Authority Citation	N1-021-86-1
	Disposition Instruction	
	Retention Period	Dispose when 10 years old
	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
11/18/2013	Submit for Concurrency	David Weber	for	National Archives and Records Administration - Records Management Services
11/20/2013	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
11/20/2013	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
11/22/2013	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist