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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0116-2019-0002

Outline of Records Schedule Items for DAA-0116-2019-0002

Sequence Number

1

k. Space and Security Advisory Council.

Disposition Authority Number: DAA-0116-2019-0002-0008

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Records Schedule: DAA-0116-2019-0002

Records Schedule Items

Sequence Number	
1	<p>k. Space and Security Advisory Council.</p> <p>Disposition Authority Number DAA-0116-2019-0002-0008</p> <p>The Council advises the AO on the needs and views of the judiciary on crosscutting plans, innovations, policies, and procedures in the areas of courthouse facilities and security. The Council is made up of three judges, circuit executive, assistant court executive for space, district and bankruptcy clerks, probation or pretrial service officers, circuit librarian, and liaison judges from the Committee on Space and Facilities and Committee on Judicial Security. Records are maintained by the AO office that established the working group/panel and consist of charters/mission statements, membership lists, meeting summaries/minutes, selected correspondence and memoranda and other related documents.</p> <p>Final Disposition Temporary</p> <p>Item Status Withdrawn</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? No</p> <p>Disposition Instruction</p> <p>Retention Period Destroy when 3 years old or after the groups is disbanded, whichever is later.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>

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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
12/17/2018	Certify	Omar Herran	Judiciary Records Officer	DPS - CSO
12/18/2018	Return for Revision	David Weber	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
01/31/2019	Submit For Certification	Kelly McCall	Management Analyst	Court Services Office - National Programs Branch
01/31/2019	Certify	Omar Herran	Judiciary Records Officer	DPS - CSO
04/09/2019	Return Without Action	David Weber	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services

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