

Request for Records Disposition Authority

Records Schedule Number **DAA-0374-2014-0003**
Schedule Status **Approved**

Agency or Establishment **Defense Threat Reduction Agency**
Record Group / Scheduling Group **Records of the Defense Threat Reduction Agency**
Records Schedule applies to **Department-wide**
Schedule Subject **Inspector General Audit Case Files**
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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0374-2014-0003

Sequence Number	
1	Inspector General Audit Case Files Disposition Authority Number: DAA-0374-2014-0003-0001

Records Schedule Items

Sequence Number	
1	<p>Inspector General Audit Case Files</p> <p>Disposition Authority Number DAA-0374-2014-0003-0001</p> <p>Reports of audit conducted by DTRA OIG, DODIG, GAO, USAAA. Records include notices of intent to audit, preaudit surveys, findings and recommendations, audit reports, follow-up progress reports, and related correspondence. Audits fall into one of three categories: GAO audits, other external audits, or internal audits.</p> <p>Final Disposition Temporary</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? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? No</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Temporary. Destroy 7 years after audit is closed.</p> <p>Retention Period Destroy 7 year(s) after audit is closed</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>

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
04/20/2015	Certify	Gladys Thompson	Records Manager	Chief of Staff - Records Management Office
07/08/2015	Submit for Concurrence	Steven Rhodes	Appraiser	National Archives and Records Administration - Records Management Services
09/11/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
09/11/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
09/15/2015	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist