

Request for Records Disposition Authority

Records Schedule Number **DAA-0374-2014-0029**

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 **213.02 Emergency Planning and Reporting (Natural Disasters)**

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0374-2014-0029

Sequence Number	
1	213.02 Emergency Planning and Reporting (Natural Disasters)
1.1	213.02 Emergency Planning and Reporting (Natural Disasters) Disposition Authority Number: DAA-0374-2014-0029-0001

Records Schedule Items

Sequence Number	
1	213.02 Emergency Planning and Reporting (Natural Disasters) Contingency plans and related documentation for support to HQ DTRA. Otherwise referred to as disaster preparedness plans and associated reporting of natural disasters.
1.1	213.02 Emergency Planning and Reporting (Natural Disasters) Disposition Authority Number DAA-0374-2014-0029-0001 Contingency plans and related documentation for support to HQ DTRA. Otherwise referred to as disaster preparedness plans and associated reporting of natural disasters. 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 No GRS or Superseded Authority Citation N1-374-95-002/213/02 Disposition Instruction Retention Period Destroy when 3 years old or 3 years after superseded or obsolete, whichever is applicable. 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
04/20/2015	Certify	Gladys Thompson	Records Manager	Chief of Staff - Records Management Office
10/20/2015	Submit for Concurrence	Steven Rhodes	Appraiser	National Archives and Records Administration - Records Management Services
10/29/2015	Return to Submitter	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/01/2016	Submit for Concurrence	Steven Rhodes	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
03/01/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/01/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/02/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist