

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0330-2022-0015

Status: APPROVED  
Date Approved: 06/12/2024

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## General Information

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|--------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agency or Establishment                                            | Office of the Secretary of Defense                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Record/Scheduling Group                                            | 0330 - Records of the Office of the Secretary of Defense                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Records Schedule Applies To                                        | Agency Subdivision                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Major Subdivision                                                  | Under Secretary for Personnel and Readiness                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Minor Subdivision                                                  | Defense Human Resources Division                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Schedule Subject                                                   | Federal Employees' Compensation Act (FECA) Cases that Resulted from the 9/11/2001 Attack on the Pentagon                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Additional Schedule Information                                    | <p>The United States Department of Defense (DoD) is an executive branch department of the federal government charged with coordinating and supervising all agencies and functions of the government directly related to national security and the United States Armed Forces.</p> <p>Under Secretary of Defense for Policy (USD(P&amp;R)):<br/>The Under Secretary for Personnel and Readiness is the principal staff assistant and advisor to the Secretary and Deputy Secretary of Defense for Total Force Management as it relates to readiness; National Guard and Reserve component affairs; health affairs; training; and personnel requirements and management, including equal opportunity, morale, welfare, recreation, and quality of life matters. Develop policies, plans, and programs to ensure the readiness of the Total Force as well as the efficient and effective support of peacetime operations and contingency planning and preparedness.</p> <p>This a one-time schedule. Office of the Secretary of Defense (OSD) will consult with NARA if similar events should occur.</p> |
| Is There a Classified Version of This Schedule?                    | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Is consultation and coordination with Tribal Governments required? | No - the records covered by this schedule do not implicate Tribal interests                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

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## Item Count

Total number of disposition items: 1

Number of Temporary disposition items: 0

Number of Permanent disposition items: 1

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0330-2022-0015

| <b>Item #</b> | <b>Title</b>                                                                                                                        | <b>Disposition</b> |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 0001          | Defense Civilian Personnel Advisory Service<br>(DCPAS): : Federal Employees' Compensation Act<br>(FECA) Items Related to 9/11/2001. | Permanent          |

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Records Schedule Items

|                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Group Title</b>                 | Defense Civilian Personnel Advisory Service (DCPAS):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Group Description</b>           | The Defense Civilian Personnel Advisory Service (DCPAS) develops, implements, and monitors Department of Defense (DOD) civilian human resources (HR) plans, policies, and programs for more than 950,000 employees across the world. As the Department of Defense enterprise leader in the development and delivery of civilian personnel policies and Human Resources solutions that strengthen mission readiness, DCPAS provide leadership; consults and trains; ensures HR practices align to and support current policy; develops tools and cross-functional programs to support efficient and innovative Component operations and workforce development; and delivers solutions and strategies that bridge the gap between policy, process, and technology to increase operational effectiveness and strengthen mission readiness.                                                                                                                                                                        |
| <b>DAA-0330-2022-0015-0001</b>     | <b>STATUS: Active</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>ITEM GENERAL INFORMATION</b>    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Item Title</b>                  | Federal Employees' Compensation Act (FECA) Items Related to 9/11/2001.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Item Description</b>            | The Defense Civilian Personnel Advisory Service (DCPAS) maintains case files to facilitate processing claims under the Federal Employees' Compensation Act (FECA). FECA claims may be submitted by DoD civilian appropriated fund employees and/or their survivors in order to obtain monetary, medical, and similar benefits under the FECA by reason of injuries sustained while in the performance of civilian duty. Historical events such as the terrorist attacks which occurred at the Pentagon on September 11, 2001 resulted in claims for injuries or fatalities that occurred during that attack. Case files may include: initial written inquiries, documentation of claim acceptance or denial, claim forms, personnel actions, beneficiary information, and other pertinent information that reference the injury or death of DoD employees during key national events, such as September 11, 2001.<br>Note: OSD will consult with NARA in the event of similar historical events in the future. |
| <b>Is this item media neutral?</b> | Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Is this item a Big Bucket?</b>  | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

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| <b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>      |                                                                                                    |
|--------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| Does this item supersede existing disposition authorities?               | No                                                                                                 |
| Is this item a deviation from the GRS?                                   | Yes                                                                                                |
| <b>GRS Disposition Authority List</b>                                    |                                                                                                    |
| <b>Disposition Authority</b>                                             | <b>Title</b>                                                                                       |
| DAA-GRS-2016-0015-0012                                                   |                                                                                                    |
| Justification for GRS Deviation                                          | This schedule applies to claims filed by DoD employees after the 9/11/2001 attack on the Pentagon. |
| <b>DISPOSITION INSTRUCTION</b>                                           |                                                                                                    |
| Final Disposition                                                        | Permanent                                                                                          |
| Cutoff Instructions                                                      | Other: Cut off annually upon completion of all activity has ceased.                                |
| Are there multiple instructions for this item?                           | No                                                                                                 |
| Transfer Instruction                                                     | Transfer to the National Archives 15 year(s) after cut off                                         |
| <b>ADDITIONAL INFORMATION</b>                                            |                                                                                                    |
| Current Records Format                                                   | Paper-based textual records:5 cf                                                                   |
| Approximate first year of records covered by this authority              | 2001                                                                                               |
| End year of records covered by this authority                            | Year: 2007                                                                                         |
| Date span of the initial transfer                                        | From: --/--/2001 To: --/--/2007                                                                    |
| Frequency of transfer                                                    | 0                                                                                                  |
| Are any of the records covered by this item subject to a FOIA exemption? | Yes                                                                                                |
| FOIA Exemption(s)                                                        | FOIA (b)(6) Personal Information                                                                   |

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Signatory Information

| Action  | User           | Date       |
|---------|----------------|------------|
| Approve | Colleen Shogan | 06/12/2024 |