

## Request for Records Disposition Authority

Records Schedule Number      **DAA-0170-2014-0001**

Schedule Status      **Approved**

Agency or Establishment      **Drug Enforcement Administration**

Record Group / Scheduling Group      **Records of the Drug Enforcement Administration**

Records Schedule applies to      **Agency-wide**

Schedule Subject      **Intelligence Case Support Files**

Internal agency concurrences will  
be provided      **No**

Background Information      **Records are primarily created by the Office of Intelligence to include the intelligence function absorbed from the National Drug Intelligence Center (NDIC).**

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>

GAO Approval

## Outline of Records Schedule Items for DAA-0170-2014-0001

Sequence Number	
1	Intelligence Case Support Files Disposition Authority Number: DAA-0170-2014-0001-0001

## Records Schedule Items

Sequence Number					
1	<p><b>Intelligence Case Support Files</b></p> <p>Disposition Authority Number      <b>DAA-0170-2014-0001-0001</b></p> <p>Copies of field requests, responses by the Office of Intelligence, and finished products created from intelligence file reviews, telephone toll analyses, informant briefings and defendant questionings, document analysis, link analysis charts, case analyses, and financial intelligence assessments. The original documents are filed in investigative files (601-07, 601-08, and 601-09). These files may be in electronic or hardcopy (non-electronic), or both.</p> <p>Final Disposition                      <b>Temporary</b></p> <p>Item Status                              <b>Active</b></p> <p>Is this item media neutral?              <b>Yes</b></p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?              <b>Yes</b></p> <p>Do any of the records covered by this item exist as structured electronic data?                      <b>Yes</b></p> <table border="1"><thead><tr><th>Manual Citation</th><th>Manual Title</th></tr></thead><tbody><tr><td>701-01</td><td>DEARIS, Intelligence Case Support Files</td></tr></tbody></table> <p>GRS or Superseded Authority Citation      <b>N1-170-89-1, item 701-01</b></p> <p><b>Disposition Instruction</b></p> <p>Retention Period                      <b>Destroy when 90 days old or whenever no longer needed for reference, whichever is sooner.</b></p> <p><b>Additional Information</b></p> <p>GAO Approval                              <b>Not Required</b></p>	Manual Citation	Manual Title	701-01	DEARIS, Intelligence Case Support Files
Manual Citation	Manual Title				
701-01	DEARIS, Intelligence Case Support Files				

## 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
10/29/2013	Certify	Janet Gardner	Chief, records Management Unit	Drug Enforcement Administration - Records Management Unit
02/10/2015	Submit for Concurrence	Elizabeth Greenberg	Appraiser	National Archives and Records Administration - Records Management Services
02/10/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
02/10/2015	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
02/11/2015	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist