

INACTIVE - ALL ITEMS SUPERSEDED

Request for Records Disposition Authority

| | |
|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Records Schedule Number | DAA-0170-2015-0003 |
| Schedule Status | Modified Approved Version |
| Agency or Establishment | Drug Enforcement Administration |
| Record Group / Scheduling Group | Records of the Drug Enforcement Administration |
| Records Schedule applies to | Agency-wide |
| Schedule Subject | Audit Report Files |
| Internal agency concurrences will be provided | No |
| Background Information | These files relate to audits performed by the General Accountability Office, the Department of Justice, and other external Federal audit entities. |

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of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |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

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Outline of Records Schedule Items for DAA-0170-2015-0003

| Sequence Number | |
|-----------------|-----------------------------------------------------------------------------|
| 1 | Audit Report Files Disposition Authority Number: DAA-0170-2015-0003-0001 |

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Records Schedule Items

| Sequence Number | | | | | | |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------|------------------------------------------------------------------------------|--|
| 1 | Audit Report Files | | | | | |
| | Disposition Authority Number | DAA-0170-2015-0003-0001 | | | | |
| | Documents relating to audits, inspections, reviews and other assessments of DEA programs, operations, and procedures conducted by external entities such as the Government Accountability Office and the Department of Justice, Office of Inspector General. Records include notices of intent, copies of documents furnished to such entities, tentative findings and recommendations, advance notice of findings, reports of findings, reports of exit conferences, draft reports, final reports, follow up progress reports, comments relating to the reports, and related documents. | | | | | |
| | Final Disposition | Temporary | | | | |
| | Item Status | Inactive | | | | |
| | 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? | Yes | | | | |
| | Do any of the records covered by this item exist as structured electronic data? | Yes | | | | |
| | <table><thead><tr><th>Manual Citation</th><th>Manual Title</th></tr></thead><tbody><tr><td>170-01</td><td>Drug Enforcement Administration Records Information System (DEARIS) Handbook</td></tr></tbody></table> | Manual Citation | Manual Title | 170-01 | Drug Enforcement Administration Records Information System (DEARIS) Handbook | |
| Manual Citation | Manual Title | | | | | |
| 170-01 | Drug Enforcement Administration Records Information System (DEARIS) Handbook | | | | | |
| | GRS or Superseded Authority Citation | NC1-170-77-1 / 170-01/a1 NC1-170-77-1 / 170-01/a2 NC1-170-77-1 / 170-01/a3 NC1-170-77-1 / 170-01b | | | | |
| | Inactive Status Explanation | This item is inactive because it was superseded by New Disposition Authority Number: DAA-0170-2017-0007-0001 (In Part) Copies of documents furnished to internal entities such as the Government Accountability Office and the Department of Justice, Office of Inspector General. | | | | |

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| | | <p>New Disposition Authority Number: DAA-0170-2017-0007-0005 (In Part) Audits, inspections, reviews, and other assessments of DEA programs, operations, and procedures conducted by external entities such as the Government Accountability Office and the Department of Justice, Office of Inspector General. Records include notices of intent, tentative findings and recommendations, advance notice of findings, reports of findings, reports of exit conferences, draft reports, final reports, follow up progress reports, comments relating to the reports, and related documents.</p> |
| | Disposition Instruction | |
| | Cutoff Instruction | Cut-off at the end of the calendar year when all related actions have been completed. |
| | Retention Period | Destroy 6 year(s) after cut-off. |
| | Additional Information | |
| | GAO Approval | Not Required |

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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: **DAA-0170-2015-0003**

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 |
|------------|------------------------|----------------------------|-----------------------------------------------|------------------------------------------------------------------------------------|
| 08/18/2015 | Return to Submitter | Janet Gardner | Chief, records Management Unit | Drug Enforcement Administration - Records Management Unit |
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| 08/18/2015 | Return to Submitter | Janet Gardner | Chief, records Management Unit | Drug Enforcement Administration - Records Management Unit |
| 08/18/2015 | Certify | Janet Gardner | Chief, records Management Unit | Drug Enforcement Administration - Records Management Unit |
| 08/19/2016 | Submit for Concurrence | Elizabeth Greenberg-Taubel | Appraisal Archivist | National Archives and Records Administration - Records Management Services |
| 08/23/2016 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 08/23/2016 | Concur | Laurence Brewer | Director, National Records Management Program | National Archives and Records Administration - National Records Management Program |
| 08/25/2016 | Approve | David Ferriero | Archivist of the United States | Office of the Archivist - Office of the Archivist |

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