

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0170-2025-0006

Status: APPROVED
Date Approved: 07/15/2026

General Information

Agency or Establishment	Drug Enforcement Administration
Record/Scheduling Group	0170 - Records of the Drug Enforcement Administration
Records Schedule Applies To	Agency-wide
Schedule Subject	Polygraph Examiner's Records
Additional Schedule Information	These records are held in the Polygraph Examination System (PES). PES is considered the official recordkeeping system for all polygraph-related records. PES is considered the official recordkeeping system for all polygraph examinations conducted by DEA. This includes pre-employment polygraph examinations of DEA applicants for core series positions (Special Agents, Intelligence Research Specialists, and Diversion Investigators). Polygraph examinations are also conducted by DEA to determine the suitability of: potential polygraph examiners; DEA liaisons to intelligence and law enforcement agencies; DEA employees, Task Force Officers, and contractors requiring Sensitive Compartmented Information (SCI) clearance; and foreign law enforcement officers' screened for participation in Sensitive Investigative Unit (SIU) and Vetted Unit (VU) programs.
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

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0170-2025-0006

Status: APPROVED
Date Approved: 07/15/2026

Item Count

Total number of disposition items: 2

Number of Temporary disposition items: 2

Number of Permanent disposition items: 0

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0170-2025-0006

Status: APPROVED
Date Approved: 07/15/2026

Outline of Records Schedule Items for DAA-0170-2025-0006

Item #	Title	Disposition
0001	Final Polygraph Reports	Temporary
0002	Polygraph Examiner's Records	Temporary

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0170-2025-0006

Status: APPROVED
Date Approved: 07/15/2026

Records Schedule Items

DAA-0170-2025-0006-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Final Polygraph Reports	
Item Description	Records are the final examiner report as it pertains to domestic and foreign polygraph examination records. Records may include summaries and documented results.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Manual Title	DEA Records Information System (DEARIS) Handbook	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off when final polygraph report is completed and approved	
Retention Period	Destroy 25 year(s) after the date of the final polygraph report	
ADDITIONAL INFORMATION		
Legal citation related to record retention (if applicable)	None	
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0170-2025-0006-0002		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Polygraph Examiner's Records	
Item Description	The polygraph examination case file includes, but is not limited to, The Standard Form 86 (Questionnaire for National Security positions), DEA Form 6 (Report of Investigation), application admission records, examination summaries, suitability forms, logs, notes, medical waivers, statement of consent, score sheets, charts, audio tapes, and coordinating actions related to the administration and operation of domestic and foreign polygraph examinations.	

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0170-2025-0006

Status: APPROVED
Date Approved: 07/15/2026

Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Manual Title	DEA Records Information System (DEARIS) Handbook
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
N1-170-04-008/B	No
N1-170-04-008/C	No
N1-170-04-008/D	No
N1-170-04-008/E	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Cut off when the final polygraph report is completed and approved.
Retention Period	Destroy between 6 year(s) and 10 year(s) after cutoff, as needed for business purposes.
ADDITIONAL INFORMATION	
Legal citation related to record retention (if applicable)	None
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0170-2025-0006

Status: APPROVED
Date Approved: 07/15/2026

Signatory Information

Action	User	Date
Approve	Edward Forst (Acting Archivist)	07/15/2026



Office of the Chief
Records Officer for the
U.S. Government

This schedule was signed outside of the ERA system using Standard Form 115.

NARA staff updated ERA to reflect this approval, moving the record schedule into an approved status. The approved status allows for generation of a PDF indicating that the schedule has been approved, and allows an agency to use the schedule in ERA to create transfer requests. The approved date in the system and on the PDF version of the records schedule reflects the system actions.