Records Schedule: DAA-0425-2016-0009

## Request for Records Disposition Authority

Records Schedule Number

DAA-0425-2016-0009

Schedule Status

Approved

Agency or Establishment

**Financial Management Service** 

Record Group / Scheduling Group

Records of the Financial Management Service

Records Schedule applies to

Agency-wide

Schedule Subject

Bureau of Fiscal Service / Do Not Pay (DNP) Program

Internal agency concurrences will

be provided

No

**Background Information** 

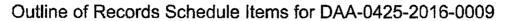
The DNP program mission is to help federally funded programs prevent improper payments, and partner with enforcement agencies to identify potential fraud, waste, and abuse in federally funded

programs while protecting citizens' privacy.

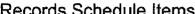
## Item Count

Number of Total Disposition Items		1	Number of Withdrawn Disposition Items
2	0	2	0

## **GAO** Approval



Sequence Number	
1	Internally Derived Datasets Disposition Authority Number: DAA-0425-2016-0009-0001
2	DNP Reports Disposition Authority Number: DAA-0425-2016-0009-0002



Records Sche	dule Items		
Sequence Number			
1	Internally Derived Datasets		
	Disposition Authority Number	DAA-0425-2016-0009-0001	
	Records derived from DNP data sources that generate actionable information (e.g., match results) for agencies and can be used for statistical modeling, predictive analytics and reporting.		
	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 email and word processing?	Yes	
	Do any of the records covered by this item exist as structured electronic data?	Yes	
	Disposition Instruction		
	Cutoff Instruction	Cut off at the end of the fiscal year when created.	
	Retention Period	Delete / destroy 7 years after cutoff but longer retention is authorized if needed for operational, legal, audit and/or administrative purposes.	
	Additional Information		
	GAO Approval	Not Required	
2	DNP Reports		
	Disposition Authority Number	DAA-0425-2016-0009-0002	
	Records consist of reports generated by DNP and provided to agencies identifying support information for agencies to make improper payment determinations and summary statistics pertaining to customer agency payment data. This includes reports created by the DNP Analytics Team, but not limited to, Improper Payment Agency Reports and Fraud/Suspicious Activity Reports.		
	Final Disposition	Temporary	
	Item Status	Active	
	Is this item media neutral?	Yes	



Yes

Do any of the records covered by this item currently exist in electronic format(s) other than email and word processing?

Do any of the records covered by this item exist as structured

Yes

electronic data?

**Disposition Instruction** 

Cutoff Instruction Cut off at the end of the fiscal year when created.

Retention Period Delete / destroy 7 years after cutoff but longer

retention is authorized if needed for operational,

legal, audit and/or administrative purposes.

Additional Information

GAO Approval Not Required

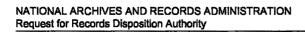




I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

## Signatory Information

Date	Action	Ву	Title	Organization
02/18/2016	Certify	Francisco Rivera	Records Manageme nt Specialist	Department of the U.S. Treasury - Bureau of the Fiscal Service
04/01/2016	Return for Revisio n	Elizabeth Greenberg- Taubel	Appraisal Archivist	National Archives and Records Administration - Records Management Services
04/01/2016	Submit For Certific ation	Frederick Mayes	Records Manageme nt Specialist	ISS - RIMB
04/05/2016	Certify	Francisco Rivera	Records Manageme nt Specialist	Department of the U.S. Treasury - Bureau of the Fiscal Service
06/27/2016	Return for Revisio n	Elizabeth Greenberg- Taubel	Appraisal Archivist	National Archives and Records Administration - Records Management Services
08/03/2016	Submit For Certific ation	Brenda Alexander	Manager	ISS - DBI
08/23/2016	Certify	Brenda Alexander	Manager	ISS - DBI
10/05/2016	Submit for Concur rence	Rania Mahmoud	Appraisal Archivist	National Archives and Records Administration - Records Management Services
10/06/2016	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Serivces
10/11/2016	Concur	Laurence Brewer	Director, National R ecords Management Program	National Archives and Records Administration - National Records Management Program



Records Schedule: DAA-0425-2016-0009

10/13/2016	Approve	David Ferriero	Archivist of the Unite	Office of the Archivist -
			d States	Office of the Archivist