

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0015-2022-0002

Status: APPROVED
Date Approved: 05/05/2026

General Information

Agency or Establishment	Department of Veterans Affairs
Record/Scheduling Group	0015 - Records of the Department of Veterans Affairs
Records Schedule Applies To	Agency Subdivision
Major Subdivision	Veterans Health Administration
Schedule Subject	The Suicide Data Repository (SDR)
Additional Schedule Information	The Suicide Data Repository (SDR) is a MS SQL Server database that provides a centralized storage solution for all relevant data sources and provides authorized users within the VA and DoD with greater visibility and access to actionable information. The ultimate outcome of using the SDR is to prepare more in-depth statistical analysis and forecasting to improve mental health services for active-duty service members and Veterans. The SDR consolidates data from the following data resources: VA and DoD Mortality data from the National Death Index (NDI); data on suicide attempts from the Suicide Prevention Applications Network (SPAN); and data on calls to the VA's Veterans Crisis Line (VCL).
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: 2

Number of Temporary disposition items: 1

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-0015-2022-0002

Item #	Title	Disposition
0001	Suicide Data Repository (SDR) : Annual Report	Permanent
0002	Suicide Data Repository (SDR) : Suicide Data Repository (SDR) Database	Temporary

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Records Schedule Items

Group Title	Suicide Data Repository (SDR)
Group Description	SDR is a centralized SQL Server database for multiple sources of data containing suicide and mortality data of Veterans. Data from different sources will be periodically imported into the database. Data sources include: DoD and VA National Death Index (NDI) submission list (imported annually) VA Suicide Prevention Application Network (SPAN) data (imported monthly) and VA Veterans Crisis Line (VCL) data (imported monthly). Data is used for research and the preparation of reports.
DAA-0015-2022-0002-0001	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Annual Report
Item Description	The annual report contains program and statistical information collected from data analyzed.
Is this item media neutral?	No
Media limitation	Digital only
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	New
Manual Title	Records Control Schedule (RCS 10-1)
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	Permanent
Cutoff Instructions	Cut off at end of Calendar year.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives in 5 year blocks 15 year(s) after block closes
ADDITIONAL INFORMATION	
Current Records Format	Textual data:75 mb

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Approximate first year of records covered by this authority	2021
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: 01/01/2021 To: 12/31/2025
Frequency of transfer	5
Are any of the records covered by this item subject to a FOIA exemption?	No
DAA-0015-2022-0002-0002	
STATUS: Active	
ITEM GENERAL INFORMATION	
Item Title	Suicide Data Repository (SDR) Database
Item Description	Data includes de-identified information from the Veterans Crisis Hotline as well as statistical information from other sources Data sources include: •DoDSER, CDC National Death Index (NDI) submission list (imported annually) • VA Suicide Prevention Application Network (SPAN)data (imported monthly) VA Veterans Crisis Line (VCL) data (imported monthly).
Is this item media neutral?	No
Media limitation	Digital only
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	New
Manual Title	Records Control Schedule (RCS 10-1)
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	Other: Maintain all data for the life of the database.
Retention Period	Destroy 5 year(s) after database is decommissioned/discontinued.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	
GAO Approval Required	No

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Signatory Information

Action	User	Date
Approve	Edward Forst (Acting Archivist)	05/05/2026



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.