

Request for Records Disposition Authority

Records Schedule Number DAA-0263-2022-0008

Schedule Status Approved

Agency or Establishment Central Intelligence Agency

Record Group / Scheduling Group Records of the Central Intelligence Agency

Records Schedule applies to Major Subdivision

Major Subdivision Directorate of Support

Schedule Subject Incident Case Files

Internal agency concurrences will be provided No

Background Information

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of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

0001

Outline of Records Schedule Items for DAA-0263-2022-0008

Sequence Number	
1	Incident Case Files Disposition Authority Number: DAA-0263-2022-0008-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="345 380 618 411">Incident Case Files</p> <p data-bbox="345 432 1149 464">Disposition Authority Number DAA-0263-2022-0008-0001</p> <p data-bbox="345 485 1520 642">Case files, including body worn camera video, developed as a result of an incident involving a threat or other violations of laws occurring on Agency facilities. The files include correspondence and/or evidence shared with other government agencies and law enforcement.</p> <p data-bbox="345 653 919 684">Final Disposition Temporary</p> <p data-bbox="345 705 850 737">Item Status Active</p> <p data-bbox="345 758 818 789">Is this item media neutral? Yes</p> <p data-bbox="345 810 818 947">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p data-bbox="345 957 805 1052">Do any of the records covered by this item exist as structured electronic data? No</p> <p data-bbox="345 1083 659 1115">Disposition Instruction</p> <p data-bbox="345 1136 1479 1272">Retention Period Destroy 90 days but not later than 3 years after all evidence has been provided to law enforcement or the Department of Justice for possible prosecution.</p> <p data-bbox="345 1293 656 1325">Additional Information</p> <p data-bbox="345 1346 1094 1404">GAO Approval Required and Received</p>

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
09/22/2022	Certify	CIA Two	Records Management	Records Management - Records Management
01/24/2023	Submit for Concurrence	Sean Curry	Senior Appraisal Archivist	National Archives and Records Administration - Agency Services
01/24/2023	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/25/2023	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
01/28/2023	Approve	Debra Wall	Deputy Archivist	National Archives and Records Administration - ND Archives I Office