

Outline of Records Schedule Items for DAA-0334-2018-0007

Sequence Number

1

903-10 - System Audit Logs

Disposition Authority Number: DAA-0334-2018-0007-0001

Records Schedule Items

Sequence Number		
1	<p>903-10 - System Audit Logs</p> <p>Disposition Authority Number DAA-0334-2018-0007-0001</p> <p>Maintains logs about program, alerts, security, and system events on an information security retention.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>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>Do any of the records covered by this item exist as structured electronic data? Yes</p>	
	Manual Citation	Manual Title
	903-10	EOP 05-01, Records Management
	<p>Disposition Instruction</p> <p>Cutoff Instruction Cut-off daily. Destroy 1 year after cut-off</p> <p>Retention Period Destroy 1 year(s) after cut-off</p> <p>Additional Information</p> <p>GAO Approval Not Required</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
08/29/2018	Certify	Shanna Jones	Records Officer	Plans - Policy
09/07/2018	Return for Revision	Richard Noble	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
09/11/2018	Submit For Certification	Shanna Jones	Records Officer	Plans - Policy
09/11/2018	Certify	Shanna Jones	Records Officer	Plans - Policy
05/15/2019	Submit for Concurrence	Richard Noble	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
05/16/2019	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
05/16/2019	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
05/17/2019	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist