

Request for Records Disposition Authority

Records Schedule Number

DAA-0060-2017-0030

Schedule Status

Approved

Agency or Establishment

Department of Justice

Record Group / Scheduling Group

General Records of the Department of Justice

Records Schedule applies to

Major Subdivsion

Major Subdivision

Criminal Division

Schedule Subject

International Criminal Investigative Training Assistance Program

Records

Internal agency concurrences will

be provided

No

Background Information

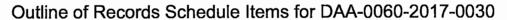
Over the last three decades, the International Criminal Investigative Training Assistance Program (ICITAP) has become an internationally recognized leader in law enforcement development worldwide, and has professionalized the capabilities of DOJ foreign law enforcement counterpart agencies in over 100 countries. ICITAP works with foreign police, criminal and anti-corruption investigative entities, border and maritime security forces, as well as forensic, cyber and correctional systems. In this way, ICITAP can effectively lead DOJ's contributions to USG policy formulation, strategic development, and the implementation of global law enforcement and security sector assistance programs that further U.S. national security interests and keeps the homeland safe. ICITAP's capacity-building efforts have led to the arrests of criminals wanted in the U.S. and abroad for fraud, organized crime, cybercrime and terrorism. ICITAP's global efforts contribute to keeping the homeland safe.

Item Count

Number of Total Disposition Items		Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
3	1	2	0

GAO Approval





Sequence Number	
1	Country Project Files Disposition Authority Number: DAA-0060-2017-0030-0001
2	Non-Program Files Disposition Authority Number: DAA-0060-2017-0030-0002
3	Training Course Master Files Disposition Authority Number: DAA-0060-2017-0030-0003





Sequence Number

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Country Project Files

Disposition Authority Number DAA-0060-2017-0030-0001

Records relating to project proposals and mission statements; the United Nations; after-action reports and assessments; briefing books; police-military plans; staffing charts; background and working files; pre-deployment training and specific training missions; incident, status and periodic project reporting; interagency agreements; and curriculum's. Topics include but are not limited to law enforcement, forensics, criminal investigations, border security and case management.

Final Disposition Permanent

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? No

GRS or Superseded Authority

Citation

N1-060-98-001 / 1/A/1 "ICITAP Only". N1-060-98-001 / 1/B/1 "ICITAP Only".

N1-060-98-001 / 1/C "ICITAP Only". N1-060-98-001 / 2 "ICITAP Only".

Disposition Instruction

Transfer to the National Archives

for Accessioning

Transfer to the National Archives 25 year(s) after the

close of the project.

Additional Information

First year of records accumulation 1995

What will be the date span of the

initial transfer of records to the

National Archives?

Unknown

This has been reoccurring process.

How frequently will your agency

transfer these records to the

National Archives?

Unknown

This will depend on the close of each project.

	Estimated Current Volume	Annual Accumulation	
Electronic/Digital			
Paper	25 Cubic feet		

Microform	
Hardcopy or Analog Special Media	

Non-Program Files

Disposition Authority Number DAA-0060-2017-0030-0002

Records which relate to purely administrative project components, including the establishment of facilities, telecommunications, transportation, escorts, and other logistical activities.

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?

No

GRS or Superseded Authority

Citation

N1-060-98-001 / 1/A/2 "ICITAP Only". N1-060-98-001 /1/B/2 "ICITAP Only".

Disposition Instruction

Retention Period Destroy 15 year(s) after after the close of the project.

Additional Information

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GAO Approval Not Required

Training Course Master Files

Disposition Authority Number DAA-0060-2017-0030-0003

Internal information system of training courses utilized by ICITAP in various countries under different disciplines. Course materials include audiovisual and digital presentations, lesson plans, handouts, and other training materials. Courses are often duplicated in several foreign languages.

Final Disposition Temporary

Item Status Active

Is this item media neutral? Yes

Do any of the records covered Yes by this item currently exist in

electronic format(s) other than e-mail and word processing?

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

electronic data?

Yes

GRS or Superseded Authority

Citation

N1-060-98-001 / 3 "ICITAP Only".

Disposition Instruction

Retention Period Destroy/delete when 15 years old or when

superseded, whichever is later.

Additional Information

GAO Approvai 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
07/24/2017	Return to Submitte	Rebekah Meservy	Assistant Director of RIM Operations	Justice Management Division - Office of Records Mgt Policy
07/26/2017	Certify	Rebekah Meservy	Assistant Director of RIM Operations	Justice Management Division - Office of Records Mgt Policy
09/20/2017	Return for Revisio n	Andreea Vlaicu	Archives Specialist	National Archives and Records Administration - RDTP2 Archives II Processing Section
10/30/2017	Submit For Certific ation	Terri Curtis	Assistant Director	Criminal Division - Records and Information Management Unit
10/30/2017	Return to Submitte r	Rebekah Meservy	Assistant Director of RIM Operations	Justice Management Division - Office of Records Mgt Policy
11/13/2017	Submit For Certific ation	Rebekah Meservy	Assistant Director of RIM Operations	Justice Management Division - Office of Records Mgt Policy
11/13/2017	Certify	Rebekah Meservy	Assistant Director of RIM Operations	Justice Management Division - Office of Records Mgt Policy
05/15/2018	Submit for Concur rence	Andreea Vlaicu	Archives Specialist	National Archives and Records Administration - Records Management Operations Appraisal Team 1
05/17/2018	Concur	Rachel BanTonkin	Supervisory Archive s Specialist	National Archives and Records Administration - ACR1



NATIONAL ARCHIVES AND RECORDS ADMINISTRATION Request for Records Disposition Authority

Records Schedule: DAA-0060-2017-0030

05/21/2018	Concur	Margaret Hawkins	Management Servic	National Records Management Program - ACNR Records Management Services
05/22/2018	Approve	David Ferriero	Archivist of the Unite d States	Office of the Archivist - Office of the Archivist

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