

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-NU-2021-0002

Status: APPROVED
Date Approved: 10/31/2024

General Information

Agency or Establishment	Department of the Navy
Record/Scheduling Group	NU - Navy Undifferentiated Scheduling Group
Records Schedule Applies To	Agency Subdivision
Major Subdivision	Department of the Navy
Schedule Subject	Operations & Readiness
Additional Schedule Information	Department of the Navy Records Schedule Revision - Chapter 3
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	Predate requirement

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Item Count

Total number of disposition items: 14

Number of Temporary disposition items: 6

Number of Permanent disposition items: 8

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-NU-2021-0002

Item #	Title	Disposition
0001	Technical Boards and Committees Files	Permanent
0002	Aircraft Accident Reports (Class A and B)	Permanent
0003	Research, Development, Test, and Evaluation (RDT&E) - Significant Projects	Permanent
0004	NCIS Counterintelligence - Operations	Temporary
0005	Prisoner-of-War (POW) and Detainee - Individual Jackets	Temporary
0006	RDT&E Case Files - Routine	Temporary
0007	Ship and Ship Equipment Status	Temporary
0008	U.S. Prisoners of War (POW) records	Permanent
0009	Counter Intelligence Sources Case Files	Temporary
0010	Historically Valuable Scientist and Lab Administrator Files	Permanent
0011	NATOPS Flight Personnel Training and Qualifications Jacket (OPNAV 3760/32)	Temporary
0012	Intelligence, Reconnaissance and/or Surveillance Operation Mission Records	Permanent
0013	Ballistic Missile Submarine Mission Records	Permanent
0014	Policy and Policy Implementation for Acoustic Intelligence (ACINT)	Permanent

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Records Schedule Items

DAA-NU-2021-0002-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Technical Boards and Committees Files	
Item Description	Records of boards and committees. Records consist of minutes of quarterly meetings, letters of nomination and appointment to the committee, mission definition statements, and formal reports submitted to the SECNAV.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	3000-10	
Manual Title	SECNAV M-5210.1	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-NU-2015-0003-0010	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cutoff at end of calendar year	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 30 year(s) after cutoff	
ADDITIONAL INFORMATION		
Current Records Format	Paper-based textual records:34 Cubic Feet	
Approximate first year of records covered by this authority	1989	
End year of records covered by this authority	Still being created	
Frequency of transfer	1	
Are any of the records covered by this item subject to a FOIA exemption?	No	

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DAA-NU-2021-0002-0002		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Aircraft Accident Reports (Class A and B)	
Item Description	Original reports and endorsements. Reports required by OPNAVINST 3750.6. Series maintained by the Navy Safety Center, Norfolk, VA.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	3000-20	
Manual Title	SECNAV M-5210.1	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-NU-2015-0003-0020	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cutoff at end of calendar year	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 25 year(s) after cutoff	
ADDITIONAL INFORMATION		
Current Records Format		
End year of records covered by this authority	Still being created	
Frequency of transfer	1	
Are any of the records covered by this item subject to a FOIA exemption?	No	

DAA-NU-2021-0002-0003		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Research, Development, Test, and Evaluation (RDT&E) - Significant Projects	

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Item Description	Projects considered (1) Significant by virtue of receipt of a national or international award of merit, (2) Leading to a significant scientific accomplishment having wide ranging and long term benefits both to the Navy and to mankind or (3) Are the result of an important international, inter-agency or joint Federal/non-Federal cooperative effort. Selection is to be made by subject experts at each Navy R&D facility. Information concerning major laboratories and other activities whose primary function is research and development or testing. Includes, but not limited to, project case files, technical reports, technical notes, technical memorandums, final drawings and specifications, test procedures, research publications, and records of significant achievement.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	3000-22	
Manual Title	SECNAV M-5210.1	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-NU-2015-0003-0022	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cutoff at end of calendar year or case closure.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 30 year(s) after cutoff	
ADDITIONAL INFORMATION		
Current Records Format	Textual data	
End year of records covered by this authority	Still being created	
Frequency of transfer	1	
Are any of the records covered by this item subject to a FOIA exemption?	No	

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DAA-NU-2021-0002-0004		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	NCIS Counterintelligence - Operations	
Item Description	<p>Information on non-combat activities involving the security or potential disruption of DOD military and civilian personnel, functions, activities, installations, information, communications, equipment, and supplies, including counterintelligence operational material; investigative and informational data documenting other types of investigations or activities consistent with NCIS' mission.</p> <p>Note: Comply with all applicable Director of National Intelligence (DNI) IC Directives (ICD). This schedule item pertains to records not controlled by a DNI ICD.</p>	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	3000-25	
Manual Title	SECNAV M-5210.1	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-NU-2015-0003-0025	Yes	Does not supersede information containing data about individuals who have been used as sources of CI information by Navy. CI Source records alone are now managed under DAA-NU-2015-0003-0025, separate bucket 3000-72 - Counterintelligence Sources Records. Records superseded with this schedule were previously scheduled as temporary with a 5 year or less retention.
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff at case closure.	

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Retention Period	Other: Destroy 5 yrs after cutoff, or when no longer needed, whichever is longer.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	Yes
GAO Approval Required	No

DAA-NU-2021-0002-0005	STATUS: Active	
ITEM GENERAL INFORMATION		
Item Title	Prisoner-of-War (POW) and Detainee - Individual Jackets	
Item Description	Individual personnel jackets maintained by detaining authority on enemy POW's and Civilian Internees (CI's). Record includes questionnaires, correspondence, clinical records, records of impounded personal effects and currency, and reports of injury, escape, apprehension, death and punishments.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	3000-28	
Manual Title	SECNAV M-5210.1	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-NU-2015-0003-0028	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff when detention facility is disestablished.	
Retention Period	Destroy 50 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	Yes	
GAO Approval Required	No	

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DAA-NU-2021-0002-0006		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	RDT&E Case Files - Routine	
Item Description	Information relating to and contributing to research, development, test, and evaluation. Includes, but not limited to, project case files, laboratory notebooks, test and trial results, drawings, specifications, photographs, contractor-funded research, technical summary reports, agreements with universities, and summarized test data. NOTE: For historically significant projects, see 3000-22	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	3000-31	
Manual Title	SECNAV M-5210.1	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-NU-2015-0003-0031	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff at case closure.	
Retention Period	Destroy 30 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-NU-2021-0002-0007		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Ship and Ship Equipment Status	
Item Description	Information relating to vessel maintenance; major modifications; equipment, components and accessories; and inventory records.	
Is this item media neutral?	Yes	

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Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	3000-59
Manual Title	SECNAV M-5210.1
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
DAA-NU-2015-0003-0059	No
N1-NU-89-5 / 3100/3/D/4/A	No
N1-NU-89-5 / 3340/1/E	No
N1-NU-89-5 / 3390/2/A	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Retention Period	Other: Destroy after craft/equipment disposed of or type of craft becomes obsolete.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-NU-2021-0002-0008	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	U.S. Prisoners of War (POW) records
Item Description	Includes records relating to U.S. POW war jackets, Status inquiries, POW/MIA intelligence files, intelligence and counterintelligence briefings.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	3000-71
Manual Title	SECNAV M-5210.1
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes

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Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation
N1-NU-89-5 / 3461/1	No	
N1-NU-89-5 / 3461/2	No	
N1-NU-89-5 / 3461/3	No	
DAA-NU-2015-0003-0015	Yes	N1-NU-89-5 / 3461/1, N1-NU-89-5 / 3461/2, N1-NU-89-5 / 3461/3 were originally and mistakenly included among the superseded items for DAA-NU-2015-0003-0015. This schedule item corrects that by superseding the inclusion of N1-NU-89-5 / 3461/1, N1-NU-89-5 / 3461/2, N1-NU-89-5 / 3461/3 in the superseded items for DAA-NU-2015-0003-0015.
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Cut off at end of Fiscal year.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 30 year(s) after cutoff	
ADDITIONAL INFORMATION		
Current Records Format		
Frequency of transfer	1	
Are any of the records covered by this item subject to a FOIA exemption?	No	

DAA-NU-2021-0002-0009	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Counter Intelligence Sources Case Files
Item Description	Case files and Information containing data about individuals who have been used as sources of CI information by Navy; details on use or activities of source which are necessary to confirm operational use of source, or future claims against Navy by source or heirs of source. Included are agreements, contract, information reports, financial reports, audiovisual products and related information
Is this item media neutral?	Yes

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Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	3000-72
Manual Title	SECNAV M-5210.1
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
N1-NU-98-2 / 3850/2/C/1	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: Cut off at case closure.
Retention Period	Destroy 75 year(s) after cutoff
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	Yes
GAO Approval Required	No

DAA-NU-2021-0002-0010	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Historically Valuable Scientist and Lab Administrator Files
Item Description	Those materials collected by an individual scientist and considered to document the significant achievements of an individual scientist who is the recipient of national or international recognition for his work and files maintained by high ranking lab administrators (Division Directors and above) that contain unique information concerning significant activities and accomplishments of the lab. Selection is to be made by the Laboratory Director of Research or other knowledgeable Navy Officials. All non-selected materials are covered by 3000-54 [SSIC 3900.1b(3)].
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	3000-73

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Manual Title	SECNAV M-5210.1	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation
N1-NU-05-1 / 3900/1/B/4	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cutoff upon the retirement of the scientist or administrator.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Other: Transfer to NARA 25 years after cutoff, after declassification review.	
ADDITIONAL INFORMATION		
Current Records Format		
End year of records covered by this authority	Still being created	
Frequency of transfer	1	
Are any of the records covered by this item subject to a FOIA exemption?	No	

DAA-NU-2021-0002-0011	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	NATOPS Flight Personnel Training and Qualifications Jacket (OPNAV 3760/32)
Item Description	A consolidated record of the training status and readiness of flight personnel. Jacket includes a current annual flight time summary, a record of all aircraft mishaps and flight violations involving a pilot cause factor, record of flight equipment issue, mission qualification record, school course attendance record, and Operational Physiology and Survival Training Record. Jacket is maintained by the aviator's current commanding officer and certified annually for accuracy.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No

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MANUAL CITATION		
Agency Code	3000-74	
Manual Title	SECNAV M-5210.1	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-NU-2021-0001-0004	Yes	Supersedes only those training records relating to NATOPS Flight Personnel Training and Qualifications Jacket. All other training records are unaffected.
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Retention Period	Other: Destroy when aviator is no longer in an active or reserve flight status. Record may be given to aviator as a personal record upon termination of flight status.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-NU-2021-0002-0012	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Intelligence, Reconnaissance and/or Surveillance Operation Mission Records
Item Description	Narrative accounts and other files accumulated by operating forces engaged in intelligence gathering, surveillance, or reconnaissance missions or other related activities. Includes mission reports, source/collection information, preliminary analysis, deck logs (covering only duration of operation and containing SCI), position reports, action reports, diaries, other mission records, and master flight files as appropriate. Records may include all media types.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No

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MANUAL CITATION		
Agency Code	3000-75	
Manual Title	SECNAV M-5210.1	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation
DAA-NU-2019-0010-0002	Yes	Covers deck logs for this type of operation only. Deck logs for the type of missions described in the schedule item are an integral part of the record for a special operation.
DAA-NU-2015-0003-0011	Yes	Unit Histories, Combat and Action reports, and war diaries for Intelligence, Reconnaissance and/or Surveillance Operations are superseded only.
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cut off at end of calendar year and retain on board command.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 30 year(s) after cutoff	
ADDITIONAL INFORMATION		
Current Records Format	Textual data	
End year of records covered by this authority	Still being created	
Frequency of transfer	1	
Are any of the records covered by this item subject to a FOIA exemption?	Yes	
FOIA Exemption(s)	FOIA (b)(1) National Security	

DAA-NU-2021-0002-0013	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Ballistic Missile Submarine Mission Records

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Item Description	Narrative accounts and other files accumulated by operating forces or other activities. Includes patrol reports, deck logs, position reports, action reports, and diaries. Records may include all media types.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	3000-76	
Manual Title	SECNAV M-5210.1	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-NU-2019-0010-0002	Yes	Supersedes only those deck logs relating to Ballistic Missile Submarine Mission Records.
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cutoff and transfer to NHHC monthly or at the end of at-sea periods.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 30 year(s) after cutoff	
ADDITIONAL INFORMATION		
Current Records Format		
End year of records covered by this authority	Still being created	
Frequency of transfer	1	
Are any of the records covered by this item subject to a FOIA exemption?	Yes	
FOIA Exemption(s)	FOIA (b)(1) National Security	

DAA-NU-2021-0002-0014	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Policy and Policy Implementation for Acoustic Intelligence (ACINT)

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Item Description	Correspondence, reports, studies, directives, and other records created and maintained by SECNAV, CNO, Naval Intelligence Activity Washington, D.C., and Office of Naval Intelligence, SUBMARINEFORCES, and applicable subordinate commands that reflect Navy implementation of policy relating to the military function that deals with acoustic intelligence (ACINT). Includes records relating to the planning, development and implementation of sonar and other acoustic systems and related systems architectures; management of architecture and communications for acoustic systems; and DON implementation of Director of National Intelligence policy for source identification, collection, processing, evaluating and reporting ACINT Operations. Records may include all media types.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	3000-77
Manual Title	SECNAV M-5210.1
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	Other: Cut off at end of calendar year and retain on board command.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 30 year(s) after cutoff
ADDITIONAL INFORMATION	
Current Records Format	Paper-based textual records:15 cubic feet
Approximate first year of records covered by this authority	1962
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: 01/01/1962 To: 12/31/1993
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	Yes

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FOIA Exemption(s)	FOIA (b)(1) National Security
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Signatory Information

Action	User	Date
Approve	Colleen Shogan	10/31/2024