

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0117-2024-0001

Status: APPROVED
Date Approved: 09/16/2024

General Information

Agency or Establishment	American Battle Monuments Commission
Record/Scheduling Group	0117 - Records of the American Battle Monuments Commission
Records Schedule Applies To	Agency-wide
Schedule Subject	Cemetery Maintenance and Facilities
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: 1

Number of Temporary disposition items: 0

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-0117-2024-0001

Item #	Title	Disposition
0001	Headstone and Tablets of the Missing change approval files	Permanent

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Records Schedule Items

DAA-0117-2024-0001-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Headstone and Tablets of the Missing change approval files	
Item Description	Records related to a approval of a change made to a name, date, or other data elements to be changed on a headstone or Tablets of the Missing. This includes the change order and authorization order.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		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	Superseded Items	
Superseded Item	Item Superseded in Part?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-0117-2023-0001-0001	No	
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 15 year(s) after cutoff	
ADDITIONAL INFORMATION		
Current Records Format	Paper-based textual records:2 cu ; Textual data:5 mb	
Approximate first year of records covered by this authority	1960	
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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Signatory Information

Action	User	Date
Approve	Colleen Shogan	09/16/2024