

Request for Records Disposition Authority

Records Schedule Number DAA-0374-2015-0002
 Schedule Status Approved

 Agency or Establishment Defense Threat Reduction Agency
 Record Group / Scheduling Group Records of the Defense Threat Reduction Agency
 Records Schedule applies to Major Subdivision
 Major Subdivision Research and Development
 Schedule Subject Human Research/ Animal Use Oversight
 Internal agency concurrences will be provided No

Background Information Proposal files and records related to DTRA oversight of DTRA supported projects involving human research and/or vertebrate animals. Documentation of Institutional Review Board certification, Assurance approval, DTRA's Research Oversight Board review/ approval, and continuing review until closure for human research efforts in accordance with DoD Directive 3216.02, DTRA Directive 3216.01 and DTRA Instruction 3216.02 along with DTRA form 156. Documentation of Institutional Animal Care and Use Committee review/approval, DoD Veterinarian approval, DTRA's Research Oversight Board review/approval, and continuing review until closure for human research efforts in accordance with DoD Directive 3216.01, DTRA Directive 3216.01 and DTRA Instruction 3216.02 along with DTRA form 156.

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of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

Outline of Records Schedule Items for DAA-0374-2015-0002

Sequence Number	
1	Human Research/ Animal Use Oversight Disposition Authority Number: DAA-0374-2015-0002-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="362 414 922 446">Human Research/ Animal Use Oversight</p> <p data-bbox="362 463 1141 495">Disposition Authority Number DAA-0374-2015-0002-0001</p> <p data-bbox="362 517 1500 921">Proposal files and records related to DTRA oversight of DTRA supported projects involving human research and/or vertebrate animals. Documentation of Institutional Review Board certification, Assurance approval, DTRA's Research Oversight Board review/approval, and continuing review until closure for human research efforts in accordance with DoD Directive 3216.02, DTRA Directive 3216.01 and DTRA Instruction 3216.02 along with DTRA form 156. Documentation of Institutional Animal Care and Use Committee review/approval, DoD Veterinarian approval, DTRA's Research Oversight Board review/approval, and continuing review until closure for human research efforts in accordance with DoD Directive 3216.01, DTRA Directive 3216.01 and DTRA Instruction 3216.02 along with DTRA form 156.</p> <p data-bbox="362 942 922 974">Final Disposition Temporary</p> <p data-bbox="362 995 857 1027">Item Status Active</p> <p data-bbox="362 1049 824 1081">Is this item media neutral? Yes</p> <p data-bbox="362 1102 824 1219">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <p data-bbox="362 1261 670 1293">Disposition Instruction</p> <p data-bbox="362 1315 1450 1389">Cutoff Instruction Destroy 3 years after project is closure by DTRA's Research Oversight Board</p> <p data-bbox="362 1410 849 1442">Transfer to Inactive Storage None</p> <p data-bbox="362 1464 1474 1538">Retention Period Destroy 3 year(s) after project is closure by DTRA's Research Oversight Board</p> <p data-bbox="362 1570 670 1602">Additional Information</p> <p data-bbox="362 1623 954 1655">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
11/05/2015	Certify	Gladys Thompson	Records Manager	Chief of Staff - Records Management Office
06/06/2016	Submit for Concurrency	Steven Rhodes	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
06/07/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
06/08/2016	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
06/13/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist