

Request for Records Disposition Authority

Records Schedule Number DAA-AU-2013-0010
Schedule Status Approved

Agency or Establishment Department of the Army
Record Group / Scheduling Group Army Undifferentiated
Records Schedule applies to Agency-wide
Schedule Subject Records are investigative case files of significant cases that resulted in national media attention, Congressional investigation, and/or substantive changes in Army policy or procedures.

Internal agency concurrences will be provided No

Background Information The Army has a Common Law duty to preserve documents when it reasonably anticipates litigation. Reasonable anticipation of litigation arises when an organization is on notice that it may become involved in litigation. The prescribed Army regulation for investigations is AR 15-6 "Procedures for Investigating Officers and Boards of Officers".

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
4	4	0	0

GAO Approval

Outline of Records Schedule Items for DAA-AU-2013-0010

Sequence Number	
1	California Analysis Center, Incorporated (CACI) Investigative Records Disposition Authority Number: DAA-AU-2013-0010-0001
2	Investigative case files from Holston Defense Corporation (HDC). Disposition Authority Number: DAA-AU-2013-0010-0002
3	Edgewood Chemical and Biological Center (ECBC) Chemical Operations Disposition Authority Number: DAA-AU-2013-0010-0003
4	IOWA Explosion Disposition Authority Number: DAA-AU-2013-0010-0004

Records Schedule Items

Sequence Number					
1	<p>California Analysis Center, Incorporated (CACI) Investigative Records</p> <p>Disposition Authority Number DAA-AU-2013-0010-0001</p> <p>Records that pertains to CACI contractors and military personnel who might have been involved in the abuse that took place at Abu-Gharaib Prison, Iraq. Included are newspaper articles, names of personnel that were investigated, contract agreements, interrogation methods, supporting correspondence, and the final report.</p> <p>Final Disposition Permanent</p> <p>Item Status Active</p> <p>Is this item media neutral? No</p> <p>Explanation of limitation Paper Based Records Only</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> </thead> <tbody> <tr> <td>AR 15-6</td> <td>Procedures for Investigating Officers and Boards of Officers</td> </tr> </tbody> </table> <p>Disposition Instruction</p> <p>Cutoff Instruction Cutoff at the end of each case.</p> <p>Transfer to Inactive Storage Records are all paper based and located at our Suitland facility.</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives 25 years after cutoff.</p> <p>Additional Information</p> <p>What will be the date span of the initial transfer of records to the National Archives? From 2004 To 2004</p> <p>How frequently will your agency transfer these records to the National Archives? Unknown This is a "one time" transfer. Complete set located at our Suitland facility.</p>	Manual Citation	Manual Title	AR 15-6	Procedures for Investigating Officers and Boards of Officers
Manual Citation	Manual Title				
AR 15-6	Procedures for Investigating Officers and Boards of Officers				

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Investigative case files from Holston Defense Corporation (HDC).

Disposition Authority Number DAA-AU-2013-0010-0002

HDC was contracted by the Army to work on development of a plant to make chemical and explosive necessary for the war effort. HDC operated the plant for a number of years and was then released from the contract. HDC then filed a request for equitable relief requesting compensation from the Army for retirement pay for their employees. Included are statements of investigations, newspaper articles, employees names, dates of employment, contract information, and the final report.

Final Disposition Permanent

Item Status Active

Is this item media neutral? No

Explanation of limitation Paper Based Records.

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Manual Citation	Manual Title
AR 15-6	Procedures for Investigating Officers and Boards of Officers

Disposition Instruction

Cutoff Instruction Cutoff at the end of each case.

Transfer to Inactive Storage Records are all paper based and located at our Suitland facility.

Transfer to the National Archives for Accessioning Transfer to the National Archives 25 years after cutoff.

Additional Information

What will be the date span of the initial transfer of records to the National Archives? From 2006 To 2006

How frequently will your agency transfer these records to the National Archives? Unknown
This is a "one time" transfer. Records are located at our Suitland facility.

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Edgewood Chemical and Biological Center (ECBC) Chemical Operations

Disposition Authority Number DAA-AU-2013-0010-0003

An investigation was conducted and it was determined that preventative maintenance of the laboratory infrastructure was not being adequately performed at Aberdeen Proving Grounds. The investigation Officer recommends psychological counseling for some of the employees or family members due to contamination exposure. Included are names of employees that were contaminated, preventative maintenance checks information, dates of employment, laboratory infrastructure information, interviews, and the final report

Final Disposition Permanent
 Item Status Active
 Is this item media neutral? No
 Explanation of limitation Paper Based Records
 Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Manual Citation	Manual Title
AR 15-6	Procedures for Investigating Officers and Boards of Officers

Disposition Instruction

Cutoff Instruction Cutoff at the end of each case.
 Transfer to Inactive Storage Records are all paper based and located at our Suitland facility.
 Transfer to the National Archives for Accessioning Transfer to the National Archives 25 years after cutoff.

Additional Information

What will be the date span of the initial transfer of records to the National Archives? From 2005 To 2005
 How frequently will your agency transfer these records to the National Archives? Unknown
 This is a "one time" transfer. Records are located at our Suitland facility.

IOWA Explosion

Disposition Authority Number DAA-AU-2013-0010-0004

Investigative records from and explosion that occurred at the IOWA Ammunition Plant on 12 June 2006, where two contractors were killed. Included are statements

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from employees, previous site inspections, operating procedures, history of the plant, and the final report.

Final Disposition Permanent
Item Status Active
Is this item media neutral? No
Explanation of limitation Paper Based Records
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Manual Citation	Manual Title
AR 15-6	Procedures for Investigating Officers and Boards of Officers

Disposition Instruction

Cutoff Instruction Cutoff at the end of each case.
Transfer to Inactive Storage Records are all paper based and located at our Suitland facility.
Transfer to the National Archives for Accessioning Transfer to the National Archives 25 years after cutoff.

Additional Information

What will be the date span of the initial transfer of records to the National Archives? From 2006 To 2006
How frequently will your agency transfer these records to the National Archives? Unknown
This is a "one time" transfer. Records are located at our Suitland facility.

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
10/21/2013	Certify	Shirley Kinson Jones	Management Analyst	Army - Records Management and Declassification Agency
01/13/2014	Submit for Concurrence	Sebastian Welch	Appraiser	National Archives and Records Administration - Records Management Services
01/13/2014	Return to Submitter	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
03/11/2014	Submit for Concurrence	Tony Williams	Appraiser	National Archives and Records Administration - Records Management Services
03/11/2014	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
03/12/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
03/18/2014	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist