

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		<b>LEAVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-361-05-2</i>	DATE RECEIVED <i>7/7/05</i>
1. FROM (Agency or establishment) Department of Defense		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Defense Logistics Agency		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Information Operations			
4. NAME OF PERSON WITH WHOM TO CONFER Allen Easterly	5. TELEPHONE (703) 767-2168	DATE <i>4/28/07</i>	ARCHIVIST OF THE UNITED STATES <i>Allen Weinstein</i>

**6. 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 on the attached 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required;  is attached; or  has been requested.

DATE <i>5/4/05</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Allen Easterly</i>	TITLE Records Administrator
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
SEE ATTACHED			

*Set copies sent to Agency, NWM, NWMW, NR*

110.53 Electronic Signature Transaction Records. Trust Documentation Sets used to support authentication of an electronic transaction content record, Public Key Infrastructure (PKI).

110.53A Transaction. Records embedded or referenced within each transaction such as digital signature, certificate validation responses, public key certificates, and other transaction specific PKI records used for authentication or non-repudiation. (Destroy when the record the digital signature was applied to is destroyed.) **NEW** or when transferred to NARA. *Added per e-mail concurrence of 6/6/05, RM, Allen Easterly, to Mary Haynes.*

110.53B Administrative. Records other than those identified in 110.53A reflecting support for authentication, non-repudiation, and overall trustworthiness of the electronic transaction process used to validate the subscriber/signer's certificate, subscriber agreement and similar documents. (Destroy when no longer needed to support trustworthiness of the electronic transaction or when the record the digitally signed record is destroyed, whichever is sooner.) **NEW**

284.26 Public Key Infrastructure (PKI) Electronic Signature Program Records. Documents related to the formulation, management, administration and execution of individual PKI electronic signature program/projects such as plans, studies, and analyses, reports, letter guidance and direction, and related documents. (Destroy 2 years after termination of program effort, or when no longer required, whichever is sooner.) **NEW**

284.27 Electronic Signature Program Administrative Records. Documents providing general directions, staff guidance and reporting in the management and administration of electronic signatures and other materials used to attest to the reliability and overall trustworthiness of the PKI-based transaction process, such as client/browser and server setup and configuration records, application or system testing and validation records, and operational procedures and training documentation.

284.27A HQ DLA. (Destroy after 2 years.) **NEW**

<sup>4</sup>284.27B Other Activities. (Destroy after 1 year.) **NEW**

~~Electronic copies created on e-mail and/or wp systems.  
Disposition: Destroy/delete after the record copy has  
been produced and no longer needed for reference,  
updating, revision or dissemination.~~

*Added per e-mail  
concurrence of 6/6/05,  
RM, Allen Easterly, to  
Mary Haynes.*

*GRS 20  
Items 13 +  
14*