

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-373-03-1	DATE RECEIVED 11/04/02
1. FROM (Agency or establishment) Defense Intelligence Agency		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION (b)(3)		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 (b)(3)			
4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE (b)(3)		DATE 1-29-03	ARCHIVIST OF THE UNITED STATES <i>[Signature]</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 10/15/02	SIGNATURE OF AGENCY REPRESENTATIVE (b)(3)	TITLE
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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 GRS OR SUPERSEDED JOB CITATION	10.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)
	<p>Automated Audit Trail Records</p> <p>Documentation produced in electronic media (8 mm tapes) downloaded from DIA information systems i.e. servers which provide back up information for all activities performed on these systems. This documentation serves as an information audit trail for the accountability and control of access or unauthorized use of DIA information systems. Information systems utilized for the processing of classified information contain the following audit trails and data:</p> <ul style="list-style-type: none"> • Login/logout – unsuccessful and successful attempts <i>Audit Data</i> – date, time, USERID, system ID, workstation ID, indication of success or failure • Use of privileged commands – unsuccessful and successful attempts <i>Audit Data</i> – date, time, USERID, command, security-relevant command parameters, indication of success or failure • Application and session initiation – unsuccessful and successful attempts <i>Audit Data</i> – date, time, USERID, workstation ID, application ID, indication of success or failure • Use of print command – unsuccessful and successful attempts <i>Audit Data</i> – date, time, USERID, destination • Discretionary Access Control permission modification – unsuccessful and successful attempts <i>Audit Data</i> – date, time, user (requester) ID, user/group ID (to whom change applies), object ID, permissions requested, indication of success or failure 		

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REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

JOB NO.

PAGE

OF

7.
ITEM
NO.

8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

9. GRS OR
SUPERSEDED
JOB
CITATION

10. ACTION
TAKEN
*(NARS USE
ONLY)*

- **Export to media – successful attempts**
Audit Data – date, time, USERID, source and destination
file IDs, system ID, device ID
- **Unauthorized access attempts to files – unsuccessful attempts**
Audit Data – date, time, USERID, system ID, file ID
- **System startup/shutdown**
Audit Data – date, time, USERID, system ID, device ID

TEMPORARY – Maintain downloaded records on 8 mm tapes and hold for one year. Cut off annually. Transfer to WNRC and destroy when 10 years old.

Redactions have been made to this record control schedule pursuant to 5 U.S.C. 552(b)(3) with the corresponding statute 10 U.S.C. 424, which protects from disclosure the "organization or any function of, and certain information pertaining to, employees of the Defense Intelligence Agency." You will need to submit a Freedom of Information Act (FOIA) request to the Office of the General Counsel for the withheld information.

<http://www.archives.gov/foia/>