

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		<b>DO NOT WRITE IN THESE AREAS (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>01-374-05-4</i>	DATE RECEIVED <i>4-7-2005</i>
1. FROM (Agency or establishment) DEFENSE THREAT REDUCTION AGENCY (DTRA)		NOTIFICATION TO 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION MISSION SUPPORT DIVISION			
3. MINOR SUBDIVISION INFORMATION SUPPORT BRANCH			
4. NAME OF PERSON WITH WHOM TO CONFER Gary Lewis, DTRA Records Manager	5. TELEPHONE (703) 767-4722	DATE <i>2/26/06</i>	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 \_\_\_\_\_ 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>3/31/2005</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature: Tolly Black]</i>	TITLE DTRA RECORDS OFFICER
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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 GRS OR SUPERSEDED JOB CITATION	10.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><u>DTRA Series 1301.03 - Electronic Imaging System (DARE)</u> Description: Agency electronic imaging system entitled "Data Archival and Retrieval Enhancement (DARE)" and its replacement system STARS (STI Archival and Retrieval System) for accessing and preserving records and data related to the history of nuclear weapons development (Series 212), testing (Series 1301.04, 1301.05) and training (Series 208.16d). DARE (and STARS) is repository for DTRA scientific and technical information, to include technical documentation, video and photographs on nuclear weapon effects testing and weapons testing. Information is provided by DTRIAC. Disposition: Permanent. Cutoff <del>annually</del>. <del>Convert selected records to CD-ROM when 75 years old (earlier conversion authorized). Transfer to the National Archives when 100 years old, upon the Agency Director's determination that retention is no longer required.</del></p> <p><u>DTRA Series 1301.03a Electronic Mail and Word Processing System Copies (1301.03)</u> Description: Copies that have no further administrative value after the recordkeeping copy is made. Includes copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories on hard disk or network drives, and copies on shared network drives that are used only to produce the recordkeeping copy. Applies only to Series 1301.03. Disposition: Temporary. Destroy/delete within 180 days after the recordkeeping copy has been produced.</p>		<p><i>and transfer a preaccessioning copy, with related documentation, to National Archives bi-annually, beginning in 2010. Legal transfer to take place when the bi-annual transfer is 25 years old after declassification review.</i></p> <p><i>per Gary Lewis 7-14-2005</i></p>

*cc Agency, NARME, MWCS*