

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0446-2019-0006

Status: INACTIVE  
Date Approved: 05/04/2020

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## General Information

Agency or Establishment	Defense Counterintelligence and Security Agency
Record/Scheduling Group	0446 - Records of the Defense Security Service
Records Schedule Applies To	Agency Subdivision
Major Subdivision	Personnel Vetting
Schedule Subject	Secure Web Fingerprint Transmission (SWFT)
Additional Schedule Information	<p>This schedule resubmits schedule DAA-0330-2014-0011 under the Defense Counterintelligence and Security Agency (DCSA). In a memo to the Chief Management Officer of the Department of Defense dated January 28, 2019, the acting Secretary of Defense directed the phased transfer of those portions of the Defense Manpower Data Center (DMDC) maintaining and developing the purpose-built information technology systems supporting the Defense Vetting Enterprise from the DoD Human Resources Activity (DHRA) to the Defense Security Service, now the Defense Counterintelligence and Security Agency.</p>

SWFT is a secure web-based system that allows submission of standard electronic fingerprints (e-fingerprints) to DCSA for applicants whom the DoD conducts vetting and require an investigation for a personnel security clearance. Authorized users, such as DoD agencies or cleared DoD contractors, collect and securely transmit e-fingerprints to SWFT for subsequent transmittal to DCSA. E-fingerprints received are then transmitted to the Federal Bureau of Investigation (FBI) for processing as part of the investigation. SWFT information content includes name, SSN, place of birth, date of birth, and e-fingerprints. Only e-fingerprints that meet the pre-defined acceptance criteria by will be processed. Some of the pre-defined criteria are, for example, fingerprints that are not missing the date captured; that the Submitting Office Number (SON) is correct and not missing; that the Security Office Identifier (SOI) is correct and not missing; that there is no discrepancy in the information between SWFT, JPAS, and PDR; etc. E-fingerprints that do not meet the criteria will not be processed, instead they will be retained in the system until acceptance criteria are met. Records will be deleted, if acceptance criteria are not met when 90 days of e-fingerprint creation have elapsed.

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Sources of Data:

The sources of data for SWFT are the authorized industry sites, the Joint Personnel Adjudication System (JPAS), and the DoD Agencies.

System Outputs:

SWFT transmits the e-fingerprints to DCSA.

System Documentation and Specifications:

Codebooks, record layouts, database specifications, and other system documentation.

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Is There a Classified Version of This Schedule?

No

Is consultation and coordination with Tribal Governments required?

Predate requirement

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## Item Count

Total number of disposition items: 1

Number of Temporary disposition items: 1

Number of Permanent disposition items: 0

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 1

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Outline of Records Schedule Items for DAA-0446-2019-0006

<b>Item #</b>	<b>Title</b>	<b>Disposition</b>
0001	Secure Web Fingerprint Transmission System (SWFT) Master Files	Temporary

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Records Schedule Items

DAA-0446-2019-0006-0001		STATUS: INACTIVE - NOT FOR USE
<b>ITEM GENERAL INFORMATION</b>		
Item Title	Secure Web Fingerprint Transmission System (SWFT) Master Files	
Item Description	Electronic fingerprints and demographic information for personnel whom the DoD conducts vetting. Master file includes but are not limited to electronic fingerprints and the corresponding demographic data; such as, name, social security number, and place of birth.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?		
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-0330-2014-0011-0001	No	
Is this item a deviation from the GRS?	No	
<b>DISPOSITION INSTRUCTION</b>		
<b>DO NOT USE. This item is inactive because it was superseded by New Disposition Authority Number: DAA-0446-2024-0003-0001 on 01/21/2025.</b>		
Final Disposition	Temporary	
Retention Period	Other: Destroy closed cases involving potentially actionable issues 25 years after the end of eligibility. Destroy all other closed cases 16 years after the end of eligibility.	
<b>ADDITIONAL INFORMATION</b>		
Are any of the records covered by this item national security classified?		
GAO Approval Required	No	

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Signatory Information

Action	User	Date
Approve	David Ferriero	05/04/2020