

Request for Records Disposition Authority

Records Schedule Number **DAA-0446-2020-0003**

Schedule Status **Approved**

Agency or Establishment **Defense Counterintelligence and Security Agency**

Record Group / Scheduling Group **Records of the Defense Security Service**

Records Schedule applies to **Agency-wide**

Schedule Subject **Customer Relationship Management (CRM) - Personnel Vetting
Records System**

Internal agency concurrences will
be provided **No**

Background Information **The Customer Relationship Management (CRM) system will
provide a billing system to integrate the National Background
Investigations System (NBIS) with the Defense Agencies Initiative
(DAI) and automated workflow capabilities for the Vetting Risk
Operations Center (VROC) to meet the Trusted Workforce (TW) 1.25
requirements.**

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0446-2020-0003

Sequence Number

1

Personnel Security Investigative Financial Transactions
Disposition Authority Number: DAA-0446-2020-0003-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="345 380 1127 415">Personnel Security Investigative Financial Transactions</p> <p data-bbox="345 432 1151 468">Disposition Authority Number DAA-0446-2020-0003-0001</p> <p data-bbox="345 489 1451 638">Records and reports supporting documentation of an agency's existence, financial compilations, and issue resolutions as it relates to personnel security investigations. Includes records such as: investigative billing transactions, investigative invoices, and investigative issue resolutions</p> <p data-bbox="345 657 919 693">Final Disposition Temporary</p> <p data-bbox="345 711 850 747">Item Status Active</p> <p data-bbox="345 766 818 802">Is this item media neutral? Yes</p> <p data-bbox="345 821 818 949">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p data-bbox="345 968 818 1056">Do any of the records covered by this item exist as structured electronic data? Yes</p> <p data-bbox="345 1094 659 1129">Disposition Instruction</p> <p data-bbox="345 1148 1136 1184">Cutoff Instruction Cutoff at the end of the FY</p> <p data-bbox="345 1203 1170 1239">Retention Period Destroy 6 year(s) after cutoff</p> <p data-bbox="345 1276 656 1312">Additional Information</p> <p data-bbox="345 1331 951 1367">GAO Approval Not Required</p>

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
07/13/2020	Certify	Ron White	Records Manager	DOD - OSD
01/12/2021	Submit for Concurrency	Steven Rhodes	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
01/22/2021	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/22/2021	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
01/25/2021	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist