

Request for Records Disposition Authority

Records Schedule Number DAA-0446-2020-0004

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 Major Subdivision

Major Subdivision Center for Development of Security Excellence (CDSE)

Minor Subdivision Security Professional Education Development Certification Program

Schedule Subject Certification Program Records

Internal agency concurrences will be provided No

Background Information The Security Professional Education Development (SPeD) Certification Program is part of the Department of Defense's (DoD) initiative to professionalize the security workforce. This initiative ensures there exists a common set of competencies among security practitioners that promotes interoperability, facilitates professional development and training, and develops a workforce of certified security professionals. There are seven certifications and one credential within the SPeD Certification Program: Security Fundamentals Professional Certification (SFPC), Security Asset Protection Professional Certification (SAPPC), Security Program Integration Professional Certification (SPIPC), Special Program Security Certification (SPSC), Industrial Security Oversight Certification (ISOC), Physical Security Certification (PSC), Adjudicator Professional Certification (APC), Due Process Adjudicator Professional Credential (DPAPC).

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0446-2020-0004

Sequence Number	
1	SPeD Certification Files Disposition Authority Number: DAA-0446-2020-0004-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="345 380 683 415">SPeD Certification Files</p> <p data-bbox="345 436 1149 468">Disposition Authority Number DAA-0446-2020-0004-0001</p> <p data-bbox="345 489 1520 678">Certification credentials acknowledging an individual has performed functions and demonstrated requirements under DoDI 3305.13. Pearson Credential Management (PCM) system, also referred to as My SPeD Certification (MSC) is the system of record for the SPeD Certification Program. MSC is the location candidates will manage all SPeD certification activities.</p> <p data-bbox="345 699 915 730">Final Disposition Temporary</p> <p data-bbox="345 751 849 783">Item Status Active</p> <p data-bbox="345 804 818 835">Is this item media neutral? Yes</p> <p data-bbox="345 856 818 982">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 1003 818 1087">Do any of the records covered by this item exist as structured electronic data? Yes</p> <p data-bbox="345 1129 659 1161">Disposition Instruction</p> <p data-bbox="345 1182 1487 1266">Retention Period Hold certification for one year after new certification then destroy.</p> <p data-bbox="345 1308 656 1339">Additional Information</p> <p data-bbox="345 1360 948 1392">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
07/08/2020	Certify	Ron White	Records Manager	DOD - OSD
12/03/2020	Submit for Concurrency	Steven Rhodes	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
12/04/2020	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
12/07/2020	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
12/07/2020	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist