

## Request for Records Disposition Authority

Records Schedule Number      DAA-0446-2021-0009

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                 Defense Information System for Security (DISS)

Internal agency concurrences will  
be provided                        No

Background Information            This schedule resubmits schedule DAA-0361-2014-0014 under the  
Defense Counterintelligence and Security Agency.

The Defense Information System for Security (DISS) is a family of systems solution that replaced Joint Personnel Adjudication System (JPAS) as of March 31, 2021. DISS specifically addresses the security clearance and suitability determinations requirements of Section 3001 of Public Law 108-458, the Intelligence Reform and Terrorism Prevention Act of 2004 (IRTPA). The records within these applications are used for personnel security, suitability, fitness, access management, continuous evaluation of the subject, and National Security by providing a common, comprehensive medium to record, document, and store investigation and adjudicative documentation and adjudicative actions within the Department, federal agencies, non-DOD, and DOD contractors. These applications will provide an evaluation status, outcome, and updates of investigative and adjudicative actions and decisions from trusted information providers, requestors; provides the ability for visit requests' subjects to self-report required information; and provides the ability for the subjects to be continuously evaluated for the subject's security clearance. It is used to compile, statistical data used for analyses and studies. Decentralized access is authorized at the adjudication facilities, personnel security interfaces, services, DOD Component, approved Non-DoD agencies, and Industry security offices with a DD254 and Industry who is directly supporting continuous evaluation. As a secure, end-to-end IT system, the DISS will be the authoritative source for the management, storage, and timely dissemination of and access to personnel security information. The DISS family of systems is comprised of three components: the Case Adjudication Tracking System (CATS), the Joint Verification System (JVS) and Appeals.

DISS has also been designated as the repository for adjudicative results for Suitability and HSPD-12 determinations by the 13 July 2011 USD(I) memo "Storage of Adjudicative Results in the Defense Information System for Security." The DISS (CATS) has been designated as the DoD non-Intelligence Community IT system for case management and adjudications by the 10 April 2009 USD(I) memo "Designation of the DoD Case Management and Adjudication Systems." System Interfaces are: Scattered Castles, National Industrial Security System (NISS), Joint Access Data System (JADS), Javeline, Defense Civilian Personnel Data System (DCPDS), Contractor Verification System (CVS), eQIP, Personnel Investigation Processing System (PIPS), Defense Central Index of Investigations (DCII), Mirador, Personnel Data Repository (PDR), Accessions (NRISS, AFRISS, ARISS, MCRISS), National Security Agency (NSA), Integrated Personnel and Pay System (IPPS-A), Total Army Personnel Database (TAPDB), and National Background Investigation Services (NBIS)

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	0	2	0

GAO Approval

## Outline of Records Schedule Items for DAA-0446-2021-0009

Sequence Number	
1	Closed Investigative Files for Personnel Security Clearance, Suitability, and HSPD-12 Case Files Disposition Authority Number: DAA-0446-2021-0009-0001
2	Potentially Actionable Investigative Files for Personnel Security Clearance, Suitability and HSPD-12 Case Files Disposition Authority Number: DAA-0446-2021-0009-0002

## Records Schedule Items

Sequence Number	
1	<p data-bbox="345 380 1409 453"><b>Closed Investigative Files for Personnel Security Clearance, Suitability, and HSPD-12 Case Files</b></p> <p data-bbox="345 474 1149 506">Disposition Authority Number      <b>DAA-0446-2021-0009-0001</b></p> <p data-bbox="345 527 1503 600"><b>Investigative files and the computerized databases which shows the scheduling or completion of an investigation.</b></p> <p data-bbox="345 621 919 653">Final Disposition                      <b>Temporary</b></p> <p data-bbox="345 674 850 705">Item Status                                <b>Active</b></p> <p data-bbox="345 726 818 758">Is this item media neutral?            <b>Yes</b></p> <p data-bbox="345 779 818 905">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?        <b>Yes</b></p> <p data-bbox="345 926 818 1020">Do any of the records covered by this item exist as structured electronic data?                            <b>Yes</b></p> <p data-bbox="345 1052 659 1083"><b>Disposition Instruction</b></p> <p data-bbox="345 1115 1438 1188">Cutoff Instruction                        <b>Cut off after closing date or the date of the most recent investigative activity.</b></p> <p data-bbox="345 1209 1503 1314">Retention Period                         <b>Destroy 16 years from the date of closing or the date of the most recent investigative activity, whichever is later.</b></p> <p data-bbox="345 1356 656 1388"><b>Additional Information</b></p> <p data-bbox="345 1419 951 1451">GAO Approval                              <b>Not Required</b></p>
2	<p data-bbox="345 1472 1398 1545"><b>Potentially Actionable Investigative Files for Personnel Security Clearance, Suitability and HSPD-12 Case Files</b></p> <p data-bbox="345 1566 1154 1598">Disposition Authority Number      <b>DAA-0446-2021-0009-0002</b></p> <p data-bbox="345 1619 1438 1692"><b>Investigative files and the computerized databases that contain investigations involving potentially actionable issue(s).</b></p> <p data-bbox="345 1713 919 1745">Final Disposition                        <b>Temporary</b></p> <p data-bbox="345 1766 850 1797">Item Status                                <b>Active</b></p> <p data-bbox="345 1818 818 1850">Is this item media neutral?            <b>Yes</b></p> <p data-bbox="345 1871 818 1927">Do any of the records covered by this item currently exist in</p>

electronic format(s) other than e-mail and word processing?

Do any of the records covered by this item exist as structured electronic data?

**Yes**

**Disposition Instruction**

Cutoff Instruction

**Cut off after closing date or date of the most recent investigative activity.**

Retention Period

**Destroy after 25 years from the date of closing or the date of the most recent investigative activity, whichever is later.**

**Additional Information**

GAO Approval

**Not Required**

## 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
04/29/2021	Certify	Ron White	Records Manager	DOD - OSD
11/16/2021	Submit for Concurrency	Steven Rhodes	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
11/19/2021	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
11/19/2021	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
11/22/2021	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist