

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIRA)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)
National Security Agency

2. MAJOR SUBDIVISION
[Redacted]

3. MINOR SUBDIVISION
[Redacted]

4. NAME OF PERSON WITH WHOM TO CONFER **5. TELEPHONE**
[Redacted]

LEAVE BLANK (NARA use only)

JOB NUMBER
N1-457-06-1

DATE RECEIVED
3/7/06

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE **ARCHIVIST OF THE UNITED STATES**
[Redacted] **WITHDRAWN**

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 7 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 **SIGNATURE OF AGENCY REPRESENTATIVE** **TITLE**
28 Feb 06 [Redacted] [Redacted]

7. ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	See attached.		

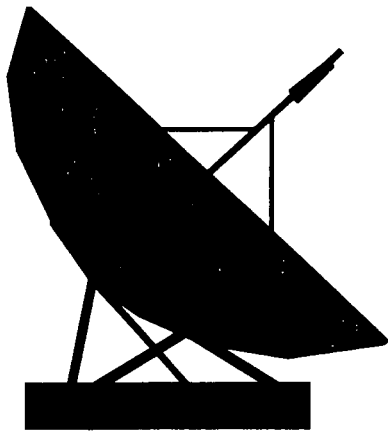
SA 12/15/04

UNCLASSIFIED



SIGNALS INTELLIGENCE

~~SIGINT RDS~~



~~RECORDS
DISPOSITION
SCHEDULE~~

UNCLASSIFIED

<u>NO.</u>	<u>TITLE AND DESCRIPTION</u>	<u>DISPOSITION</u>
200-01	<p><u>Operational Unprocessed Data (Raw Data)/Partially Processed Data and Processed Data</u> Intercepted target communications, which are related for exploitation This category of records is Operations File Series Exempt</p>	<p>TEMPORARY. Retain for use so long as data may be of intelligence interest or potentially useful in cryptanalytic research Review every 5 years for destruction (NC1-457-90-1)</p>
200-02	<p><u>Serialized Product</u> a serialized report is SIGINT Product (COMINT or ELINT or FISINT) used to report pertinent information to customers and consists of serialized records originated or received by NSA (external information is used as required)</p> <p>Some examples include, but are not limited to</p> <ul style="list-style-type: none"> - Serialized ELINT Reports - SIGINT Product Series Files 	<p>PERMANENT. Transfer to the NSA/CSS Records Center when 5 years old Transfer to the NSA/CSS Archives after 30 years Transfer to the National Archives and Records Administration when 50 years old (NC1-457-90-1)</p>
200-03	<p><u>Operational Analysis Information and records</u> Includes requirements, directives, tasking messages, reports, reference files, working aids and papers, instructions, informal technical notes, manuals, technical exchange letters, handbooks, dossiers, listings, glossaries, collateral documents, procedure files, evaluation plans, specific documentation portraying steps, processes, tables, devices, and/or other means employed in cryptanalysis, signals analysis or traffic analysis of target communications This category of records is Operations File Series Exempt</p>	<p>PERMANENT. Transfer to the NSA/CSS Records Center when 5 years old Transfer to the NSA/CSS Archives after 30 years Transfer to the National Archives and Records Administration when 50 years old. (NC1-457-90-1)</p>
200-04	<p><u>Operational Technical Reports:</u> A vehicle used for the authoritative presentation of significant analytic results that conveys a conclusion and can be used as the basis for SIGINT reporting Information produced is applicable to any assigned target This category of records is Operations File Series Exempt.</p>	<p>PERMANENT. Transfer to the NSA/CSS Records Center when 5 years old Transfer to the NSA/CSS Archives after 30 years Transfer to the National Archives and Records Administration when 50 years old (NC1-457-90-1)</p>

200-05

Operational Collection Instruction, Procedures, Techniques and Equipment Files This category relates to the mechanics behind the acquisition, processing, analysis, reporting, and forwarding of intercepted target communications. This category of records is Operations Files Series Exempt.

TEMPORARY. Place individual items in an inactive file when of no further current operational value. Close inactive files annually and transfer to NSA/CSS Records Center. Review every 5 years for destruction. (NC1-457-90-1)

200-06

Cryptologic Technical Support Documents: These files contain SIGINT collection terms and definition, technical documents, SIGINT product distribution lists, background materials, studies, reports, establishing SIGINT projects, and official administrative and technical documentation establishing Foreign Partner relations and operations.

PERMANENT. Transfer to the NSA/CSS Records Center when 5 years old. Transfer to the NSA/CSS Archives after 30 years. Transfer to the National Archives and Records Administration when 50 years old. (NC1-457-90-1)

200-07

SIGINT Collaboration and Exchange Records Temporary files of the Signals Intelligence Directorate that document the exchange of SIGINT material with collaborating centers, copies of validated SIGINT requirements, documentation reflecting the acquisition, receipt, source control, distribution/location, obsolescence status of SIGINT material, distribution lists, and publications on the latest trends in collection.

TEMPORARY. Place individual items in an inactive file when of no further current operational value. Close inactive files annually and transfer to NSA/CSS Records Center. Review every 5 years for destruction. (NC1-457-90-1)

Redactions have been made to this record control schedule pursuant to 5 U.S.C. 552(b)(3) with the corresponding statute 50 U.S.C. 402, noting National Security Agency Act of 1959, which protects from disclosure "information pertaining to the functions or organization of NSA and certain information pertaining to NSA employees." You will need to submit a Freedom of Information Act (FOIA) request to the Office of the General Counsel for the withheld information. Information on how to file a FOIA may be found here:

<http://www.archives.gov/foia/>