

Request for Records Disposition Authority

Records Schedule Number DAA-0127-2013-0019
Schedule Status Returned Without Action

Agency or Establishment Department of the Navy
Record Group / Scheduling Group Records of the U.S. Marine Corps
Records Schedule Applies to Agency-wide
Schedule Subject Electronic Control and Security System (ESCS)
Internal agency concurrences will be provided Yes

Background Information This is a Marine Corps Electronic Information System (EIS) currently listed within the DON Application and Database Management System and DoD IT Portfolio Repository (DADMS-DITPR-DON).

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

Returned Without Action

Outline of Records Schedule Items for DAA-0127-2013-0019

Sequence Number	
1	Electronic Control and Security System (ESCS)
1.1	MASTER FILES. Disposition Authority Number: DAA-0127-2013-0019-0002

Returned Without Action

Records Schedule Items

Sequence Number							
1	<p>Electronic Control and Security System (ESCS) The ESCS is a private network system to control the physical security for the Camp Lejeune Detention Facility. This system is designed to maintain the security of prisoners and staff in the facility while allowing operator control of critical facility doors and systems. The system processes, stores, and displays video for operator analysis and event reconstruction, interfaces with a facility intercom/paging system, a key control system, and an officer duress system. Sensor information flows across a dedicated private communications network to central servers which process sensor data, display information, and store the results. Operators manage sensor activity (e.g., a sensor detects an open door that should be closed) and take appropriate response action</p>						
1.1	<p>MASTER FILES</p> <p>Disposition Authority Number: DAA-0127-2013-0019-0002</p> <p>Data elements include but are not limited to personnel databases, alarm event database and digital video recordings (where required).</p> <p>Final Disposition: Temporary</p> <p>Item Status: Withdrawn</p> <p>Is this item media neutral? Yes</p> <p>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>Do any of the records covered by this item exist as structured electronic data? Yes</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>Manual Citation</th> <th>Manual Title</th> </tr> </thead> <tbody> <tr> <td>SSIC 5500 (4b)</td> <td>General Security Record, Duty Officer Logs</td> </tr> <tr> <td>SSIC 5291 3d(5)</td> <td>Visual Information Records</td> </tr> </tbody> </table> <p>Disposition Instruction</p> <p>Cutoff Instruction: TEMPORARY. Cut off after 30 days Destroy as needed.</p> <p>Retention Period: Destroy 2 year(s) after cutoff</p>	Manual Citation	Manual Title	SSIC 5500 (4b)	General Security Record, Duty Officer Logs	SSIC 5291 3d(5)	Visual Information Records
Manual Citation	Manual Title						
SSIC 5500 (4b)	General Security Record, Duty Officer Logs						
SSIC 5291 3d(5)	Visual Information Records						

Required Without Action

Additional Information

GAO Approval

Not Required

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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
03/05/2015	Certify	Matthew Staden	Department of the Navy	Sec Nav/DON/AA - Record Report and Directives Management Division
04/30/2015	Returned Without Action	Steven Rhodes	Appraiser	National Archives and Records Administration - Records Management Services

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