

## Request for Records Disposition Authority

Records Schedule Number           DAA-0526-2010-0001

Schedule Status                    Modified Approved Version

  

Agency or Establishment           Department of the Navy

Record Group / Scheduling Group   Records of the Naval Criminal Investigative Service

Records Schedule applies to       Major Subdivision

Major Subdivision                 Chief of Naval Operations (CNO)

Minor Subdivision                 Director Navy Staff (DNS)

Schedule Subject                  NCIS Security Training, Assistance, Assessment Team (STAAT)  
Vulnerability Assessments

Internal agency concurrences will be provided   No

Background Information            CNO (N09N2) is responsible for implementing the Department of Defense (DoD) Information Security Program within the Department of the Navy (DON) SECNAVINST 5510 36 is the DON's implementation A review of policy and guidance for use and maintenance of NCIS Security Training, Assistance, Assessment records (SSIC 5522) has generated a requirement for a new disposition

These records are created by NCIS offices only

Signed by Deborah Johnson, Deputy Assistant Director, Code 21  
Program Manager & Norm Kiger, General Counsel

### 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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0526-2010-0001

Sequence Number
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1	Naval Criminal Investigative Service (NCIS) Security Training, Assistance, Assessment Team (STAAT) vulnerability assessments Disposition Authority Number DAA-0526-2010-0001-0001
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## Records Schedule Items

Sequence Number		
1	<p>Naval Criminal Investigative Service (NCIS) Security Training, Assistance, Assessment Team (STAAT) vulnerability assessments</p> <p>Disposition Authority Number      DAA-0526-2010-0001-0001</p> <p>Reports of assessments and surveys conducted to provide fleet commanders, Navy regional operational commanders and Marine Corps area and component commanders a basis for determining vulnerability to a terrorist attack and identify antiterrorism measures to protect personnel from terrorist attacks at a port, airfield, hotel, residence, facility, or other site. Vulnerability assessments and surveys may include other related correspondence. Files shall be forwarded to NCIS HQ for inclusion in the Records Information Management System (RIMS).</p> <p>Final Disposition                      Temporary</p> <p>Item Status                              Active</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?      No</p> <p>Do any of the records covered by this item exist as structured electronic data?                      No</p>	
	Manual Citation	Manual Title
	5522 2	SECNAV Manual 5210 1 CH-1
	Disposition Instruction	
	Cutoff Instruction	Cut off annually on 31 December
	Transfer to Inactive Storage	Transfer to Non-NARA storage facility
	Retention Period	Destroy 25 year(s) after <i>cut off</i> .
	Additional Information	
	GAO Approval	Not Required