

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		LEAVE BLANK (NARA use only)	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		JOB NUMBER <i>NI-330-13-03</i>	
1 FROM (Agency or establishment) Office of Secretary of Defense		Date Received <i>8/22/2011</i>	
2 MAJOR SUB DIVISION Washington Headquarters Services		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION Records and Declassification Division		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disposition request including amendments is approved except for items that may be marked 'disposition not approved' or 'withdrawn' in column 10	
4 NAME OF PERSON WITH WHOM TO CONFER Donald McCully	5 TELEPHONE 703-588-6835	DATE <i>8/21/11</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
<b>6 AGENCY CERTIFICATION</b> 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 page(s) are not needed now 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			
<input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE <i>8/22/11</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Robert Storer</i>		TITLE OSD Records Administrator
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	See attached sheets		
1	Office of the Under Secretary of Defense Program and Resources National Security Education Program	N/A	

## **BACKGROUND**

The National Security Education Program (NSEP) was established to enhance the capacity of the federal sector to deal effectively with the challenging global issues of the 21st century. Towards that aim, Boren Scholars and Fellows make a commitment to working in the federal government for a minimum of one year.

The NSEP Service Requirement stipulates that an award recipient work in the Federal Government in a position with national security responsibilities. The Departments of Defense, Homeland Security, State, or any element of the Intelligence Community are priority agencies.

**Master File** includes but is not limited to information collected from individuals on the online application includes title, full name, current address, city, state, and zip code, permanent address, city, state, and zip code, current telephone number and permanent telephone number, email address, date of birth, country or state of birth, naturalization information if applicable (all award recipients are U.S. citizens), educational information, region, country, and language to be studied under award, other languages spoken, proficiency in language studied at time of award, overseas experience, relevant activities, honors and awards, government agencies of interest, proposed study abroad program information and budget, other scholarship funding information, gender, ethnicity, congressional voting district.

**Inputs** includes but is not limited to information PII mentioned above for each student, NSEP award recipients updating their resumes and job search histories and Federal employment history, and preferences with regard to being contacted by intelligence agencies, degree information, foreign language information, job history, overseas experience, other information (e.g., special recognitions or memberships, special skills and qualifications, fieldwork or volunteer experience).

**Outputs:** Reports to congress as required by U.S. Code 50 Chapter 37 § 1906 (FN 103-11) and other statistical reports, internal activity and workload reports, including work progress, statistical, and narrative reports prepared in the office and forwarded to higher levels (GRS 23 Item 1).

**FILE NUMBER:** TBD

**FILE TITLE:** The National Security Education Program (NSEP) Scholar and Fellow Support System

**FILE DESCRIPTION:** The National Security Education Program (NSEP) Scholar and Fellow Support System is an online information system used to support the National Security Education Program per U.S. Code 50, chapter 37 § 1906. Master File includes but is not limited to information collected from individuals via online application includes title, full name, current address, city, state, and zip code.

## **DISPOSITION**

Selected Applicants

Destroy closed files 30 years after the completion of each recipient's service contract.

Non Selected Applicants

Close files annually after applicants are selected, destroy when 5 years old or after GAO audit whichever is earlier.

**PRIVACY ACT:** Under revision