

Request for Records Disposition Authority

Records Schedule Number: DAA-0560-2013-0003
 Schedule Status: Returned Without Action
 Agency or Establishment: Transportation Security Administration
 Record Group / Scheduling Group: Records of the Transportation Security Administration
 Records Schedule applies to: Agency-wide
 Schedule Subject: Statistical and Performance Measurement Information Systems
 Internal agency concurrences will be provided: No

Background Information

The Field Oversight & Analysis (FOA) Branch evaluates the effectiveness and efficiency of field security operations through the application of standards, metrics, performance targets, performance tracking and reporting, and analysis. FOA serves as the center for continuous improvement throughout the operation, addresses current and ongoing operational issues through assessments and analysis of data trends to identify remedial action, and serves as OSO's implementation center for all screening-related enhancements. Systems and/or databases (i.e., Performance Measurement Information System (PMIS), Airport Information Management (AIM), etc.), used to capture, analyze and provide information to aviation and multimodal surface transportation security programs enabling them to maintain, disseminate, analyze, and track statistical data related to the performance of operations (passenger screening, baggage screening, and cargo screening, incidents, etc.). Specifically, information is retained for statistical, performance management and improvement purposes related to development of lessons learned, best practices, corrective actions and goals achievement. Supporting Authorities: 49 USC § 114 - Transportation Security Administration, Aviation and Transportation Act (ATSA) (P.L. 107-71) and Government Performance and Results Act (GPRA)

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of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

Outline of Records Schedule Items for DAA-0560-2013-0003

Sequence Number	
1	Master File Disposition Authority Number: DAA-0560-2013-0003-0001
2	Input Disposition Authority Number: DAA-0560-2013-0003-0002

Records Schedule Items

Sequence Number	
1	<p>Master File</p> <p>Disposition Authority Number DAA-0560-2013-0003-0001</p> <p>Includes, but not limited to, information related to metrics data, notifications, employee performance, facility and machine maintenance, staffing levels and shift data, machine performance, baggage screening status, facility sizing and scaling, abandoned and surrendered items, wait times events and other information used to support, report and track statistical and/or performance measures.</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> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off at the end of the calendar year entered.</p> <p>Retention Period Destroy 5 year(s) after cutoff</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>Input</p> <p>Disposition Authority Number DAA-0560-2013-0003-0002</p> <p>a. Includes, but not limited to, forms and other data collection tools (notebooks, handhelds, etc.) used to update the master file/database but cannot be completely captured in the system due to a lack of 1:1 relationship between input data and system data fields or similar.</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</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 at the end of the calendar year entered**

Retention Period **Destroy 5 year(s) after cutoff**

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
11/01/2012	Certify	Ivan King	Records Management Specialist	Department of Homeland Security - Department of Homeland Security
01/27/2016	Return Without Action	Elizabeth Greenberg-Taubel	Appraisal Archivist	National Archives and Records Administration - Records Management Services