

Request for Records Disposition Authority

Records Schedule Number DAA-0560-2013-0009

Schedule Status Approved

Agency or Establishment Transportation Security Administration

Record Group / Scheduling Group Records of the Transportation Security Administration

Records Schedule applies to Agency-wide

Schedule Subject Presence, Advisements, Communications and Execution (PACE) Program

Internal agency concurrences will be provided No

Background Information The Presence, Advisements, Communications and Execution (PACE) Program: PACE measures the level of standardization and security effectiveness at airports by observation of areas not traditionally observed or measured by other Programs. The PACE Program evaluators covertly measure adherence to TSA Standard Operating Procedures (SOP), TSA Management Directives (MD) and applicable Operational Directives (OD) as they apply to the passenger screening checkpoint. It is assumed that continually raising and improving SOP compliance will directly affect performance of checkpoint threat detection.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	0	2	0

GAO Approval

Outline of Records Schedule Items for DAA-0560-2013-0009

Sequence Number	
1	Data Collection Disposition Authority Number: DAA-0560-2013-0009-0001
2	Reports Disposition Authority Number: DAA-0560-2013-0009-0002

Records Schedule Items

Sequence Number	
1	<p data-bbox="354 427 565 455">Data Collection</p> <p data-bbox="354 480 1133 508">Disposition Authority Number DAA-0560-2013-0009-0001</p> <p data-bbox="354 534 1469 715">Includes, but not limited to, consultative, evaluation and similar data collected during the Performance Assessment Cycle (PAC) that document the effectiveness and adherence to Standard Operating Procedures (SOP), Management Directives (MD) and applicable Operational Directives (OD) as applied to the passenger screening checkpoint and compliance.</p> <p data-bbox="354 740 906 768">Final Disposition Temporary</p> <p data-bbox="354 793 841 821">Item Status Active</p> <p data-bbox="354 846 813 874">Is this item media neutral? Yes</p> <p data-bbox="354 900 797 1012">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 data-bbox="354 1055 659 1083">Disposition Instruction</p> <p data-bbox="354 1108 1295 1136">Cutoff Instruction Cut off after the completion of the PAC.</p> <p data-bbox="354 1161 1175 1189">Retention Period Destroy 10 year(s) after cutoff.</p> <p data-bbox="354 1232 659 1259">Additional Information</p> <p data-bbox="354 1285 943 1312">GAO Approval Not Required</p>
2	<p data-bbox="354 1347 467 1374">Reports</p> <p data-bbox="354 1400 1141 1427">Disposition Authority Number DAA-0560-2013-0009-0002</p> <p data-bbox="354 1453 1469 1566">Includes, but not limited to, reports created to track trends, document assessments, progress, performance and security effectiveness at the passenger screening checkpoint.</p> <p data-bbox="354 1591 906 1619">Final Disposition Temporary</p> <p data-bbox="354 1644 841 1672">Item Status Active</p> <p data-bbox="354 1698 813 1725">Is this item media neutral? Yes</p> <p data-bbox="354 1751 797 1864">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 data-bbox="354 1906 659 1934">Disposition Instruction</p>

Cutoff Instruction	Cut off at the end of the calendar year in which the report is generated.
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
07/18/2013	Certify	Anthony Ferguson	Records Management Specialist	Department of Homeland Security - Department of Homeland Security
06/24/2015	Submit for Concurrence	Elizabeth Greenberg	Appraiser	National Archives and Records Administration - Records Management Services
06/29/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
07/01/2015	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
07/06/2015	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist