

Request for Records Disposition Authority

Records Schedule Number DAA-0560-2014-0001

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 Explosives Operations Division (EOD) Records

Internal agency concurrences will be provided No

Background Information

The Explosives Operations Division (EOD) provides an expert, rapidly deployable, national level resource that conducts all aspects of transportation explosives security for the United States and foreign governments. The Division provides technical explosives subject matter expertise and support to all directorates of TSA, manages the Transportation Security Specialist – Explosives (TSS-E) program consisting of over 4,000 TSS-Es in 143 locations, and functions as the TSA Senior Explosives Officer and Senior Advisor to the Assistant Secretary on all explosives issues. The Explosives Operations Branch further divides into the following two (2) sections:

Strategic & Technical Program: Manages and coordinates the headquarters technical explosives programs and functions, including security and research and development programs; explosives engineering; explosives technology integration; plans/policy and intelligence liaison; and representation at TSA, DHS, and interagency explosives working groups. The section further reviews and coordinates all headquarters technical explosives responsibilities and serves as the headquarters primary Go-Team representation for National Safety Transportation Board and Federal Bureau of Investigation Explosives Unit requests for technical support during transportation system investigations involving the suspected or actual use of explosives.

Operations Section: Provides program management for the field TSS-E program responsible for developing and executing budget, recruiting, training, and qualification of field TSS-Es, coordinating their operational deployment in support of assigned missions, and managing the branch's outreach program with TSA elements and external stakeholders.

Supporting Authorities: Aviation and Transportation Security Act (Public Law 107-71); The Homeland Security Act of 2002 (Public Law 107-196); Homeland Security Presidential Directive 19, "Combating Terrorist Use of Explosives in the United States"

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
3	0	3	0

GAO Approval

Outline of Records Schedule Items for DAA-0560-2014-0001

Sequence Number	
1	Explosive Operations Division (EOD) Records
1.1	Explosives Vulnerability Assessment (EVA) Disposition Authority Number: DAA-0560-2014-0001-0001
1.2	Man-Portable Air Defense Systems (MANPADS) Assessments (MVA) Disposition Authority Number: DAA-0560-2014-0001-0002
1.3	EOD Reports Disposition Authority Number: DAA-0560-2014-0001-0003

Records Schedule Items

Sequence Number	
1	Explosive Operations Division (EOD) Records The Explosives Operations Division (EOD) provides an expert, rapidly deployable, national level resource that conducts all aspects of transportation explosives security for the United States and foreign governments.
1.1	Explosives Vulnerability Assessment (EVA) Disposition Authority Number DAA-0560-2014-0001-0001 Includes reports documenting results of formal reviews of facility vulnerability to explosives attacks, identification of explosives related threats and mitigation strategies designed to reduce the risk associated with the identified vulnerability. Final Disposition Temporary Item Status Active Is this item media neutral? Yes Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No Disposition Instruction Cutoff Instruction Cut off at the end of the calendar year. Retention Period Destroy 10 year(s) after cutoff. Additional Information GAO Approval Not Required
1.2	Man-Portable Air Defense Systems (MANPADS) Assessments (MVA) Disposition Authority Number DAA-0560-2014-0001-0002 Includes, but not limited to, records documenting formal review and assessment of an aviation facility's vulnerability to attack from shoulder-fired anti-air weapons systems. Final Disposition Temporary Item Status Active Is this item media neutral? Yes Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

1.3

Disposition Instruction

Cutoff Instruction Cut off at the end of the calendar year.

Retention Period Destroy 10 year(s) after cutoff.

Additional Information

GAO Approval Not Required

EOD Reports

Disposition Authority Number DAA-0560-2014-0001-0003

Includes, but not limited to, reports documenting and tracking incidents, statuses, after actions and others related to tasks and activities performed by TSS-Es.

Final Disposition Temporary

Item Status Active

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Disposition Instruction

Cutoff Instruction Cut off at the end of the calendar.

Retention Period Destroy 10 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
11/05/2013	Certify	Anthony Ferguson	Records Management Specialist	Department of Homeland Security - Department of Homeland Security
10/01/2015	Submit for Concurrence	Elizabeth Greenberg-Taubel	Appraisal Archivist	National Archives and Records Administration - Records Management Services
10/13/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
10/14/2015	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
10/16/2015	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist