

Request for Records Disposition Authority

Records Schedule Number DAA-0560-2018-0002
Schedule Status Approved

Agency or Establishment Transportation Security Administration
Record Group / Scheduling Group Records of the Transportation Security Administration
Records Schedule applies to Major Subdivision
Major Subdivision OLE/FAMS
Minor Subdivision Field Operations
Schedule Subject Personally Owned Firearm Requests and Authorizations
Internal agency concurrences will be provided No

Background Information Office of Law Enforcement/Federal Air Marshal Service (OLE/ FAMS)
Law Enforcement Officers (LEOs) may request authorization to carry an OLE/FAMS authorized personally owned firearm in accordance with OLE/FAMS policy OLE-3502, Use of Force & Weapons Manual by completing TSA Form 3502-3, Personally Owned Firearm Request and Authorization.

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0560-2018-0002

Sequence Number

1

Personally Owned Firearm Requests and Authorizations Disposition Authority Number: DAA-0560-2018-0002-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="370 406 1138 446">Personally Owned Firearm Requests and Authorizations</p> <p data-bbox="370 459 1149 495">Disposition Authority Number DAA-0560-2018-0002-0001</p> <p data-bbox="370 512 1479 740">Approved and denied requests from OLE/FAMS LEOs to carry TSA-authorized personal weapons. Requests may include information such as: weapon manufacturer; model and serial numbers; magazine capacity; action type; caliber; barrel length; whether or not the weapon has been in anyway modified, and if so, how; acknowledgment by the LEO that certain qualifications must be met; compliance review completion; and approval / disapproval by TSA official.</p> <p data-bbox="370 753 927 789">Final Disposition Temporary</p> <p data-bbox="370 804 862 840">Item Status Active</p> <p data-bbox="370 855 829 891">Is this item media neutral? Yes</p> <p data-bbox="370 906 818 1034">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="370 1066 678 1102">Disposition Instruction</p> <p data-bbox="370 1123 1495 1272">Cutoff Instruction Cut off at end of calendar year in which the Office of Law Enforcement/Federal Air Marshal Service Law Enforcement Officer separates from FAM or law enforcement position.</p> <p data-bbox="370 1287 1187 1323">Retention Period Destroy 40 year(s) after cutoff</p> <p data-bbox="370 1359 678 1395">Additional Information</p> <p data-bbox="370 1410 959 1447">GAO Approval Not Required</p>

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
12/18/2017	Certify	Glenn Stoll	Agency Records Officer	Office of Information Technology - Operations and Engineering Division
03/14/2018	Submit for Concurrence	Jeremy Schmidt	Archives Specialist	National Archives and Records Administration - ACRA Appraisal Team 1
03/23/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/23/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/28/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist