

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEA: <u>BLANK</u> (NARA use only)	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		JOB NUMBER <u>NI-563-07-15</u>	
1 FROM (Agency or establishment) Department of Homeland Security		Date Received <u>9-10-2007</u>	
2 MAJOR SUB DIVISION Office of Operations Coordination		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request, including amendments is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Kathy Schultz		5 TELEPHONE 202-447-5075	DATE <u>11/20/07</u>
		ARCHIVIST OF THE UNITED STATES <u>Allen W. ...</u>	
6 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 on the attached <u>2</u> 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 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 8/29/07	SIGNATURE OF AGENCY REPRESENTATIVE <i>Kathleen A. Schultz</i>		TITLE Senior Records Officer
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	See attached sheet(s) for: Repeat and Disruptive Callers Database (RDCR) Note: <ul style="list-style-type: none"> * Inputs are covered under GRS 20. XXXXXX * Outputs are covered under GRS 20. XXXXXX * System documentation is covered under GRS 20. 		
<i>10/12/07</i>	<i>Copies sent to agency & NWMU</i>		

**U.S. Department of Homeland Security
Headquarters Systems Schedules**

Operations Coordination, Office of

Repeat and Disruptive Callers Database (RDCR)

NARA # N1-563-07-15

Legal Authority: 6 U.S.C. Section 121(d) of the Homeland Security Act of 2002 requires the Department of Homeland Security to access, receive, and analyze law enforcement information, intelligence information, and other information from agencies of the Federal Government, State and local government agencies (including law enforcement agencies), and private sector entities, and to integrate such information in order to.

- a) Identify and assess the nature and scope of terrorist threats to the homeland;
- b) Detect and identify threats of terrorism against the homeland
- c) Understand such threats in light of actual and potential vulnerabilities of the homeland.

Purpose of the System: RDCR phone calls are transferred from other desks in the NOC (National Operations Center) to the Fusion Desk to help prevent and dissuade unwanted callers from harassing government operations. In addition, callers are assessed as to their likelihood for violent acts. If it is determined the caller could pose a credible threat, the callers' information is passed on to the proper authorities (FBI, Secret Service, State Police, Campus Police)

(i) Master File / Data:

Records of personal data of Repeat and Disruptive Callers. Contains records created from 2004 to present. It may consist of name, address, phone number. Each record is assigned a unique ID number. There is no public version of the data. Information is restricted under the Privacy Act.

Disposition:

TEMPORARY. Cut off annually. Delete record after 20 years or when no longer needed for reference.

**U.S. Department of Homeland Security
Headquarters Systems Schedules**

Operations Coordination, Office of

Repeat and Disruptive Callers Database (RDCR)

NARA #

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Input:

Electronic files or records used to create or update a master file, including, but not limited to, work files, valid transaction files, and intermediate input/output records.

Disposition (Media Neutral):

TEMPORARY Delete after information has been transferred to the master file and verified.

Master File / Data:

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Disposition:

TEMPORARY Cut off annually. Delete record after 20 years or when no longer needed for reference.

Output:

A screen that displays the information that has been entered into the system for a disruptive caller and their call history May include name,

Disposition (Media Neutral):

TEMPORARY Destroy when no longer needed for

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phone number, address and descriptions of previous conversations
with the caller

administrative, legal, audit, or other operational purposes