

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408	
1. FROM (Agency or establishment) DRUG ENFORCEMENT ADMINISTRATION	
2. MAJOR SUBDIVISION	
3. MINOR SUBDIVISION NDPIX Unit	
4. NAME OF PERSON WITH WHOM TO CONFER Peter Orosz	5. TELEPHONE 202-307-4215

LEAVE BLANK (NARA use only)	
JOB NUMBER 71-170-04-6	
DATE RECEIVED 3-17-2004	
NOTIFICATION TO AGENCY	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
DATE 1-12-05	ARCHIVIST OF THE UNITED STATES <i>John W. Cal</i>

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 _____ page(s) are not now needed 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 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE 3/11/04	SIGNATURE OF AGENCY REPRESENTATIVE <i>Sandra Liddell</i> Sandra Liddell, 202-307-3467	TITLE SARR, Records Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	FFS: 1220-62 National Drug Pointer Index (NDPIX)		
<i>cc Agency, NR, DWMW</i>			

FFS: 1220-62

The National Drug Pointer Index (NDPIX)

Program: Office of Intelligence

Applicability: National Drug Pointer Index (NDPIX) Unit

Identifying Information:

Description: The NDPIX is a fully automated pointer information system that provides participating federal, state, and local law enforcement agencies with an automated response capability to determine if a drug investigative target is under active investigation by any other participating agency.

Specific Restrictions:

Access is restricted to federal, state and local law enforcement agencies.

Vital Record: No.

Specific Legal Requirements:

1992 Office of National Drug Control Policy (ONDCP) Mandate.
Controlled Substance Act (CSA).

Disposition Information:

Active drug investigative targets have been entered into the NDPIX database by DEA, state, local and other federal agencies.

A. System Inputs:

DEA documentation used for data entry is the DEA-202, Personal History Report. The entries are manually inputted by DEA personnel.

Other Agencies enter data electronically through the National Law Enforcement Telecommunication System (NLETS).

Temporary.

The copies of the DEA-202's that are used solely for data entry for NDPIX are destroyed after input.

B. System Data:

The data retrieved from NDPIX is contributed by DEA, state, local and other federal agencies.

Temporary. Delete 1 year after last update .

C. System Outputs:

The outputs are hit notifications, purge notifications and administrative reports.

Temporary. Destroy when no longer needed or when superceded.

D. System Documentation:

The system design manual, user manual, maintenance manual, and development documents.

Temporary. Maintain for life of system and destroy when no longer needed for operational purposes.

E. E-Mail and Word-processing System Copies:

Electronic copies of records that are created on electronic mail and word processing systems and are used solely to generate a recordkeeping copy of the records covered by the other items in this schedule. Also includes electronic copies of records created on electronic mail and word processing systems that are maintained for updating, revision, or dissemination.

1. Copies that have no further administrative value after the recordkeeping copy is made. Includes copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories on hard disk or network drives, and copies on shared network drives that are used only to produce the recordkeeping copy has been produced.

Temporary. Destroy/delete within 180 days after the recordkeeping copy has been produced.

2. Copies used for dissemination, revision, or updating that are maintained in addition to the recordkeeping copy.

Temporary. Destroy/delete when dissemination, revision, or updating is completed.