

Request for Records Disposition Authority

Records Schedule Number DAA-0436-2013-0004
Schedule Status Approved

Agency or Establishment Bureau of Alcohol, Tobacco, Firearms, and Explosives
Record Group / Scheduling Group Records of the Bureau of Alcohol, Tobacco, Firearms, and Explosives
Records Schedule applies to Major Subdivision
Major Subdivision Office of Strategic Intelligence and Information (OSII)
Minor Subdivision Intelligence and Information Systems Division (IISD)
Schedule Subject GangNet
Internal agency concurrences will be provided No

Background Information
System Title: GangNet
Background Information:
GangNet is a Commercial Off the Shelf (COTS) system acquired by ATF. The GangNet system is a user friendly browser-based investigation, analytical and statistical resource for recording and tracking gangs, gang members and their activities. GangNet provides gang/gang members/gang incident tracking, and also provides for gang intelligence analysis to discern trends, relationships, patterns and gang demographics. GangNet uses dropdowns, partial word name searching, calendar controls, drilldown forms, etc., to make entering and retrieving useful information easy. The GangNet system is an information sharing application that operates in a network environment and can be can be connected to multi-agencies GangNet or other gang tracking applications.

28 CFR Part 23 requires that GangNet ensure that the collection/ submission, access or storage, and dissemination of criminal intelligence information conform to the privacy and constitutional rights of individuals, groups, and organizations. Records in the database may contain Personally Identifiable Information (PII), which are exempted from public disclosure, pursuant to the Privacy Act of 1974. Records in the database may also contain law enforcement information that is prohibited from disclosure under 5 U.S.C Section 552(b)(7). To safeguard this information access is limited to authorized personnel.

Note: GangNet replaced CONGANG, scheduled as N1-436-03-002, which is now obsolete.

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0436-2013-0004

Sequence Number	
1	Master Database File Disposition Authority Number: DAA-0436-2013-0004-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="375 417 667 449">Master Database File</p> <p data-bbox="375 470 1154 502">Disposition Authority Number DAA-0436-2013-0004-0001</p> <p data-bbox="375 523 1494 597">Master File is maintained by gang name and contains gang member and related information. Note: All Inputs, Outputs and Documentation are covered by GRS 20.</p> <p data-bbox="375 608 927 640">Final Disposition Temporary</p> <p data-bbox="375 661 862 693">Item Status Active</p> <p data-bbox="375 715 829 746">Is this item media neutral? Yes</p> <p data-bbox="375 768 829 885">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p data-bbox="375 906 829 1002">Do any of the records covered by this item exist as structured electronic data? Yes</p> <p data-bbox="375 1023 1032 1076">GRS or Superseded Authority Citation N1-436-03-002 / A</p> <p data-bbox="375 1119 675 1151">Disposition Instruction</p> <p data-bbox="375 1172 1463 1247">Cutoff Instruction Cutoff Gang or Gang member file after final record update.</p> <p data-bbox="375 1268 1422 1300">Retention Period Destroy 5 year(s) after cutoff (28 CFR Part 23).</p> <p data-bbox="375 1342 675 1374">Additional Information</p> <p data-bbox="375 1395 959 1427">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
03/27/2013	Certify	Thomas Hill	ATF Records Officer	Bureau of Alcohol Tobacco Firearms and Explosives - Bureau of Alcohol Tobacco Firearms and Explosives
08/05/2014	Return for Revision	Rania Mahmoud	Appraisal Archivist	National Archives and Records Administration - Records Management Services
08/15/2014	Submit For Certification	Gregory Schildmeyer	Contractor	Bureau - Bureau
08/18/2014	Certify	Thomas Hill	ATF Records Officer	Bureau of Alcohol Tobacco Firearms and Explosives - Bureau of Alcohol Tobacco Firearms and Explosives
10/28/2014	Submit for Concurrence	Rania Mahmoud	Appraisal Archivist	National Archives and Records Administration - Records Management Services
10/30/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
10/30/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
11/03/2014	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist