

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

FROM (Agency or establishment)

~~Bureau of Alcohol, Tobacco, Firearms and Explosives~~
MAJOR SUBDIVISION

~~Office of Strategic Intelligence and Information~~
MINOR SUBDIVISION

~~United States Bomb Data Center~~

NAME OF PERSON WITH WHOM TO CONFER 5 TELEPHONE

Michelle Thomas

202-927-5721

LEAVE BLANK (NARA use only)

JOB NUMBER

NI-436-07-3

DATE RECEIVED

7/26/07


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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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

ARCHIVIST OF THE UNITED STATES

2007 10



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 SIGNATURE OF AGENCY REPRESENTATIVE TITLE

JUL 19 2007



ATF
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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)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	Dfuzed (see attached) Privacy Act and part of Justice/ATF system of records .003, .008 and .009.		

DFuze

Description of system: Dfuze is an intelligence information management system built around a set of dynamically configured databases that collect, analyze and exchange information on explosives related incidents around the world. The system provides image analysis, record transmission and receipt, high-speed data search, data management, an electronic reference library of explosives and related material and comprehensive international and national information management on explosives incidents while facilitating and promoting the sharing of information.

a. Master File. DFuze contains data related to incidents criminal misuses of explosives, explosive devices, terrorist groups, chemical information and an electronic reference library.

(1) Records dated 2000 – 2006

PERMANENT TRANSFER A COPY ALONG WITH A PUBLIC USE VERSION TO THE NATIONAL ARCHIVES IMMEDIATELY, IN ACCORDANCE WITH 36 CFR 1228 270

(2) Records dated 2006 to present, and continuing

PERMANENT TRANSFER EVERY 5 YEARS TO THE NATIONAL ARCHIVES A COPY ALONG WITH A PUBLIC USE VERSION THAT FULLY SUPERSEDES THE PREVIOUS ACCESSION, IN ACCORDANCE WITH 36 CFR 1228 270 (I E , RECORDS DATED 2006 TO 2011 ARE TRANSFERRED IN 2012 RECORDS DATED 2011 TO 2016 ARE TRANSFERRED IN 2017, AND SO ON)

b. Back-up copies of master file. Backup copies of the Master File are created daily, and are used for potential system restoration in the event of a system failure or other unintentional loss of data.

DESTROY FULL BACKUP TAPES WHEN SECOND SUBSEQUENT BACKUP IS VERIFIED AS SUCCESSFUL OR WHEN NO LONGER NEEDED FOR SYSTEM RESTORATION, WHICHEVER IS LATER (GRS 24, Item 4a (2))

c. Input Records (paper). Explosives incidents reports, explosives tracing reports, and reports of incidents from other agencies or DFuze systems are entered on a daily basis.

TRANSFER TO THE FIELD DIVISION FOR INCLUSION IN THE FIELD DIVISION FILE 5 YEARS AFTER INVESTIGATION IS CLOSED (ATF 201, item 44)

Filing instruction

d. Output Records. The system generates incident reports, statistical reports and intelligence summary reports on an as needed basis

DESTROY WHEN THE AGENCY NO LONGER NEEDS FOR ADMINISTRATIVE, LEGAL, AUDIT, OR OTHER OPERATIONAL PURPOSES, WHICHEVER IS LATER (GRS 20, Item 6)

e. System Documentation. System security plan, risk assessment, contingency plan, user's guide, profile document, minimum security requirements, Coop development guide, business continuity plan, etc

PERMANENT TRANSFER A COPY OF THE DOCUMENTATION WITH THE FILE TO NARA TRANSFER UPDATES AND CHANGES WITH SUBSEQUENT TRANSFER OF THE FILE

GRS 20 | 11