REQUEST FOR RECORDS DISPOSITION AUTHORITY

To NATIONAL ARCHIVES & RECORDS ADMINISTRATION
8601 ADENPHI ROAD COLLEGE PARK, MD 20740-6001

1 FROM (Agency or establishment)
Alcohol, Tobacco, Firearms, and Explosives

2 MAJOR SUBDIVISION
Office of Science and Technology

3 MINOR SUBDIVISION
Laboratory Services

4 NAME OF PERSON WITH WHOM TO CONFER
Michael O'Neil

5 TELEPHONE NUMBER
202-648-7175

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 needed now for the business of this agency and 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.

DATE 9/21/09

7 ITEM NO

8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION
SEE ATTACHED

STANDARD FORM 115 (REV 3-91)
PREVIOUS EDITION NOT USABLE

INACTIVE - ALL ITEMS SUPERSEDED
INACTIVE - ALL ITEMS SUPERSEDED

IBIS, Tobacco, Firearms and Explosives Integrated Ballistics Imaging System (IBIS)

IBIS in part of the National Integrated Ballistic Imaging System (NIBIN) NIBIN is a national databank of both bullet and cartridge information NIBIN uses IBIS images to compare bullets and cartridges recovered from a crime scene against other bullets and cartridges recovered from previous crime scenes, in an effort to solve previously unrelated criminal cases IBIS digitally captures the images of fired bullets and fired cartridge cases from crime scenes, and test fires from recovered firearms

IBIS captures a computerized image of bullets and cartridge cases that are recovered from crime scenes or are test-fired from firearms recovered by law enforcement officers By storing those images in a database, they can be compared with images of evidence collected at other crime scenes Analyzing these images, investigators can link multiple crime scenes, identify patterns of criminal activity and produce new leads

Ballistics imaging systems compare marks made on all bullets and/or cartridge cases by the handguns, rifles, and shotguns from which they are fired Because marks on the bullets or cartridge cases are unique to the firearm that fired them, an exact matching of such marks is accepted in court as proof that the bullets and/or cartridge cases under investigation were fired in a specific gun

1. Master file

Data consists of digital images of fired bullets and cartridges cases from crime scenes and test fires from recovered firearms In addition to the digital images, metadata is entered into the system for each corresponding digital image The metadata consists of, but is not limited to, Originating Agency Identifier (ORI), date entered, event type, and case number

A. Evidence

<table>
<thead>
<tr>
<th>Superseded by</th>
<th>Digital images of bullets and cartridges cases that are collected at crime scenes as evidence</th>
</tr>
</thead>
<tbody>
<tr>
<td>AA-0436-2018-0004-0001</td>
<td>Disposition: TEMPORARY, Destroy when no longer needed for law enforcement purposes</td>
</tr>
<tr>
<td>DATE (MM/DD/YYYY)</td>
<td>01/17/2020</td>
</tr>
</tbody>
</table>

B. Test Fires

<table>
<thead>
<tr>
<th>Superseded by</th>
<th>Digital images of bullets and cartridges collected from fire-arm test fires conducted by law enforcement officers Test fire images are from recovered firearms that are permanently removed from circulation</th>
</tr>
</thead>
<tbody>
<tr>
<td>AA-0436-2018-0004-0002</td>
<td>Disposition: TEMPORARY, Cut off annually Move offline 5 years after cut off Delete 10 years after cut off or when no longer needed for law enforcement purposes, whichever is sooner</td>
</tr>
<tr>
<td>DATE (MM/DD/YYYY)</td>
<td>01/17/2020</td>
</tr>
</tbody>
</table>