

### Request for Records Disposition Authority

Records Schedule Number      **DAA-0059-2011-0005**  
Schedule Status                 **Modified Approved Version**

Agency or Establishment        **Department of State**  
Record Group / Scheduling Group **General Records of the Department of State**  
Records Schedule applies to    **Major Subdivision**  
Major Subdivision                **Bureau of Diplomatic Security**  
Minor Subdivision                **Office of Research & Development Branch**  
Schedule Subject                 **DS Research & Development Records**

Internal agency concurrences will be provided    **No**

Background Information

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	0	2	0

GAO Approval

## Outline of Records Schedule Items for DAA-0059-2011-0005

Sequence Number	
1	Security Product Certification File - Arrange by vendor and product Disposition Authority Number DAA-0059-2011-0005-0001
2	Security Product Non-Certification File - Arrange by vendor and product Disposition Authority Number DAA-0059-2011-0005-0002

## Records Schedule Items

Sequence Number	
1	<p><b>Security Product Certification File - Arrange by vendor and product</b></p> <p>Disposition Authority Number      <b>DAA-0059-2011-0005-0001</b></p> <p><b>Records contain specifications for test and evaluation of vendor products, design drawings, standards, certification letter and other related information (Formerly known as Forced Entry Ballistic Registry – FEBR)</b></p> <p>Final Disposition                      <b>Temporary</b></p> <p>Item Status                              <b>Active</b></p> <p>Is this item media neutral?          <b>Yes</b></p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      <b>No</b></p> <p>GRS or Superseded Authority Citation      <b>N1-059-94-043 / 56</b></p> <p>Disposition Instruction</p> <p>Cutoff Instruction                      <b>Cut off when certification completed</b></p> <p>Retention Period                      <b>Destroy 25 year(s) after cut-off or when no longer needed occurs, whichever is later</b></p> <p>Additional Information</p> <p>GAO Approval                              <b>Not Required</b></p>
2	<p><b>Security Product Non-Certification File - Arrange by vendor and product</b></p> <p>Disposition Authority Number      <b>DAA-0059-2011-0005-0002</b></p> <p><b>Records contain specifications for test and evaluation of vendor products, design drawings, standards, non-certification documentation and other related information (Formerly known as Forced Entry Ballistic Registry – FEBR)</b></p> <p>Final Disposition                      <b>Temporary</b></p> <p>Item Status                              <b>Active</b></p> <p>Is this item media neutral?          <b>Yes</b></p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      <b>No</b></p>

Disposition Instruction	
Cutoff Instruction	Cut off when product cannot meet required security standards
Retention Period	Destroy 25 year(s) after cut-off or when no longer needed occurs, whichever is later
Additional Information	
GAO Approval	Not Required

### 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
03/14/2011	Certify	Tasha Thian	Agency Records Officer	A/GIS - A/GIS/IPS/RA
07/18/2011	Submit for Concurrence	Lisa Roberson	Appraiser	National Records Management Program - Records Management Services
07/18/2011	Concur	Laurence Brewer	for	National Records Management Program - Records Management Services
07/18/2011	Concur	Julie Reaves	for	National Archives and Records Administration - National Records Management Program
07/20/2011	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist