

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-559-08-1</i>	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>11/15/07</i>	
1. FROM (Agency or establishment) Department of the Treasury		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION Financial Crimes Enforcement Network			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Steve Rudzinski	5. TELEPHONE NUMBER 703-905-3845	DATE <i>3/28/08</i>	ARCHIVIST OF THE UNITED STATES <i>Ala W...</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 <u> 1 </u> page(s) are not needed now for the business for 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, <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE Nov 8, 2007	SIGNATURE OF AGENCY REPRESENTATIVE <i>Steve Rudzinski</i>		TITLE 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 GRS OR SUPERSEDED JOB CITATION	10.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.	Financial Crimes Enforcement Network Office of Security <u>Foreign Travel Data Base</u> The Foreign Travel Data Base is an automated notification system used to account for FinCEN travelers abroad in official travel status. The data base is pre-populated with information from the FinCEN administrative database (i.e., name, organization, phone number, etc). The Office of Security requests updates from the employee on travel to include, but not limited to, travel itinerary, emergency contact information, government equipment taken on trip, passport number, briefing and de-briefing information. Disposition: Temporary. Destroy 3 years after separation or transfer of employee.		

10 3/28/08 copy sent to agency