

Request for Records Disposition Authority

Records Schedule Number DAA-0557-2015-0002
Schedule Status Approved

Agency or Establishment Federal Motor Carrier Safety Administration
Record Group / Scheduling Group Records of the Federal Motor Carrier Safety Administration
Records Schedule applies to Department-wide
Schedule Subject SENTRI (Safety Enforcement Tracking and Investigation System)
Internal agency concurrences will be provided No

Background Information The Safety Enforcement Tracking and investigation System (SENTRI) is the Federal Motor Carrier Safety Administration's (FMCSA) mobile client to facilitate safety audits and interventions by FMCSA and state users in the field. SENTRI currently supports the New Entrant program. In the future, SENTRI will also support the FMCSA Compliance, Safety, and Accountability (CSA) program.

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0557-2015-0002

Sequence Number	
1	Master Data Files-Record Copy Disposition Authority Number: DAA-0557-2015-0002-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="360 414 795 457">Master Data Files-Record Copy</p> <p data-bbox="360 468 1136 510">Disposition Authority Number DAA-0557-2015-0002-0001</p> <p data-bbox="360 521 1505 712">The Master data file of the SENTRI application consists of information gathered during safety audits in the field. The data includes driver qualification files, vehicle maintenance records, insurance records, etc. After this information is input into the SENTRI client, it is uploaded to the Motor Carrier Management Information System (MCMIS) database when the client and database server are synchronized.</p> <p data-bbox="360 723 909 766">Final Disposition Temporary</p> <p data-bbox="360 776 844 819">Item Status Active</p> <p data-bbox="360 829 812 872">Is this item media neutral? Yes</p> <p data-bbox="360 883 812 1010">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="360 1021 812 1117">Do any of the records covered by this item exist as structured electronic data? Yes</p> <p data-bbox="360 1149 665 1191">Disposition Instruction</p> <p data-bbox="360 1202 1364 1287">Cutoff Instruction Cut-off at the end of calendar/fiscal year, as appropriate.</p> <p data-bbox="360 1298 1505 1447">Retention Period Destroy 3 year(s) after Destroy/Delete 3 year(s) after cut-off, or when the agency determines that file is no longer needed for reference, audit, administrative, legal or operational purposes.</p> <p data-bbox="360 1478 665 1521">Additional Information</p> <p data-bbox="360 1532 941 1574">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
03/16/2015	Certify	Herman Dogan	Records Management Officer	Federal Motor Carrier Safety Administration - Analysis Division
04/02/2015	Return for Revision	Jim Cassedy	Appraiser	National Archives and Records Administration - Records Management Services
05/29/2015	Submit For Certification	Robert Howard	Senior Records Management Specialist	Office of Analysis, Research and Technology - Analysis Division
06/01/2015	Certify	Herman Dogan	Records Management Officer	Federal Motor Carrier Safety Administration - Analysis Division
12/20/2016	Submit for Concurrence	Robyn Dexter	Appraisal Archivist	National Archives and Records Administration - RDTP2: Archives II Processing Section
12/21/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
12/21/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
12/22/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist