

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-565-08-19</i>	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>4/24/08</i>	
1 FROM (Agency or establishment) Department of Defense		<p align="center">NOTIFICATION TO AGENCY</p> <p>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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10</p>	
2 MAJOR SUBDIVISION Missile Defense Agency			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Mr Petar Sredojevic	5 TELEPHONE NUMBER (719)721-8724	DATE <i>4/28/11</i>	ARCHIVIST OF THE UNITED STATES WITHDRAWN
<p>6 AGENCY CERTIFICATION</p> <p>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 (See attached) 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,</p> <p align="center"> <input type="checkbox"/> is not required <input checked="" type="checkbox"/> is attached, or <input type="checkbox"/> has been requested </p>			
DATE 3/18/08	SIGNATURE OF AGENCY REPRESENTATIVE 		TITLE Deputy Information Management, Chief Information Office
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	Missile Defense Agency records series (see attached)		WITHDRAWN <i>4/28/11</i>

Category: 528

Category Title: COMSEC MONITORING AND ANALYSIS

Description:

File: 528-01

Title: COMSEC Analysis Reports File

Description: This file contains analytical studies of U S and allied communications

Disposition: Permanent. Transfer to WNRC/FRC when no longer needed for operations
After 5 years, transfer to NARA

Authority:

Privacy Act:

File: 528-02

Title: Cryptosecurity Assessment File

Description: This file includes evaluation and analysis records generated by Agency analysts regarding cryptosecurity assessment

Disposition: Permanent. Transfer to WNRC/FRC when no longer needed for operations
After 5 years, transfer to the NARA

Authority:

Privacy Act:

File: 528-03

Title: Electromagnetic Compatibility Analysis Center (ECAC) File

Description: This file contains listings of U S , DOD and civil government frequencies. These include locations, equipments, organizational designators, and computer information

Disposition: Temporary. Destroy when no longer required for operational purposes

Authority:

Privacy Act:

File: 528-04

Title: Operational Code File

Description: This file contains records regarding the Emergency Action Message codes. It also contains historical files of the codebooks

Disposition: Temporary. Destroy when no longer needed for operations

Authority:

Privacy Act:

File: 528-05

Title: Operations Files

Description: This file contains records pertaining to COMSEC Operations including station profiles, communications nets, systems, monitoring and analysis, and COMSEC procedures

Disposition: Permanent. Transfer to WNRC/FRC when 5 years old. After 5 years, transfer to the NARA

Authority:

Privacy Act:

WITHDRAWN

File: 528-06

Title: Research and Analysis File

Description: This file includes records documenting research and analysis efforts in evaluation, assessment, and math techniques. Included are records documenting program management

Disposition: **Permanent.** Transfer to WNRC/FRC when no longer needed for operations. After 5 years, transfer to the NARA

Authority:

Privacy Act:

File: 528-07

Title: Research Reports

Description: This file contains technical security research reports concerning technology, methods, techniques and defensive countermeasures related to technical security

Disposition: **Permanent.** Transfer to WNRC/FRC when no longer needed for operations. After 5 years, transfer to the NARA

Authority:

Privacy Act:

File: 528-08

Title: Signals File

Description: This file contains records pertaining to a variety of subjects including adversary SIGINT targeting, COMSEC vulnerability assessments, satellites, non-communications signals, foreign signals, threats, jamming, and the Worldwide Airborne Command Post

Disposition: **Permanent.** Transfer to WNRC/FRC when 5 years old. After 5 years, transfer to the NARA

Authority:

Privacy Act:

File: 528-09

Title: SIGSEC Technical Analysis Report File

Description: This file consists of frequencies and related technical characteristics of signals monitored by RCMC's

Disposition: **Temporary.** Destroy when superseded, rescinded, or revised

Authority:

Privacy Act:

WITHDRAWN

Category: 530
Category Title: CONTROL COMSEC
Description:

File: 530-01
Title: COMSEC Material Account File
Description: This file contains information relative to establishing accounts, listing custodian and changes, correspondence and memoranda relating to Communications Security material accounts
Disposition: Temporary. Destroy when no longer needed for operations
Authority:
Privacy Act:

File: 530-02
Title: COMSEC Account Maintenance
Description: This data base enables account managers to establish and maintain COMSEC accounts. Information stored includes custodian names, alternate names, mailing and courier addresses, and facility clearances
Disposition: Temporary. Delete or destroy data when no longer needed by OPR
Authority:
Privacy Act:

File: 530-03
Title: COMSEC Accounting System
Description: This data base allows the Agency Central Office of Record to maintain accountability for COMSEC keying material and equipment worldwide
Disposition: Temporary. Delete or destroy data when no longer needed by OPR
Authority:
Privacy Act:

File: 530-04
Title: COMSEC Automatic Destruction Data Base
Description: This data base allows vault personnel to automatically destroy COMSEC material as it is superseded. It contains supersession rates, effective editions and dates, and a history on the transfers under which material was destroyed
Disposition: Temporary. Delete or destroy when no longer needed for operations
Authority:
Privacy Act:

File: 530-05
Title: COMSEC Distribution System
Description: This data base allows production managers the ability to ship COMSEC materials to users worldwide. The quantities of materials to be shipped and a historical record of shipments is maintained
Disposition: Temporary. Delete or destroy data when no longer needed by OPR
Authority:

WITHDRAWN

Privacy Act:**File: 530-06****Title: COMSEC Inventory Control****Description:** This data base exists to facilitate vault personnel to manage their stock of COMSEC key. It is used to track the current location of any COMSEC material for which they are responsible.**Disposition: Temporary.** Delete or destroy when no longer needed for operations**Authority:****Privacy Act:****File: 530-07****Title: COMSEC Management Data Base (COMMANDS)****Description:** This data base contains program management data including CORREV, SNAFU, NUGGETS, FINPLAN and other contract files. It is used to track contractors, data and funding, delivery schedules and related data.**Disposition: Temporary.** Destroy when no longer needed for operations**Authority:****Privacy Act:****File: 530-08****Title: Nomenclature System****Description:** This data base is used to assign nomenclature associated with all COMSEC material such as manuals, equipment, keys, etc. Data such as short titles, long titles, accounting legends, security classifications, and supersession rates is tracked.**Disposition: Permanent.** Retain by OPR**Authority:****Privacy Act:****File: 530-09****Title: PEACOCK File****Description:** This file contains activities, system analysis, and reliability reports and related documents pertinent to research and analysis of communications security.

A Hard Copy

Disposition: Permanent. Transfer to WNRC/FRC when no longer need for operations. After 5 years, transfer to the NARA.

B Electronic Copy

Disposition: Temporary. Delete when no longer needed for operations.**Authority:****Privacy Act:****File: 530-10****Title: S36MIS Data Base**

WITHDRAWN

Description: This data base is used to gain control of all incoming work and to provide shop floor control throughout the production and distribution process relating to the reproduction of COMSEC materials. It contains all ARFCOS (Armed Forces Courier Service) addresses needed for distribution. Management information statistics and reports are derived from this data base.

Disposition: Temporary. Delete or destroy data when no longer needed for operations.

Authority:

Privacy Act:

WITHDRAWN

Category: 532

Category Title: DEVELOPMENT CENTER FOR EMBEDDED COMSEC PRODUCTS

Description:

File: 532-01

Title: CHIP Control Forms File

Description: This file contains a standard form for all custom integrated circuits provided to contractors as Government Furnished Equipment (GFE) Chip control forms, index cards, and tape identification cards

A Hardcopy - Transferred to microform

Disposition: Temporary. Delete or destroy hardcopy after verification of microform

B Microform

Disposition: Temporary. Transfer to WNRC/FRC when no longer required for operations
Review for destruction every 5 years

Authority:

Privacy Act:

File: 532-02

Title: Daisy Design Data Base (DCECP)

Description: This data base contains schematic drawings, simulation data, and component models. It is also used to store embedded COMSEC descriptions (Development Center for Embedded COMSEC Products)

Disposition: Temporary. Destroy when no longer needed for operations

Authority:

Privacy Act:

File: 532-03

Title: DCECP Design File (Paper)

Description: This file contains design and support documentation for products of the Development Center for Embedded COMSEC Products (DCECP) drawings, descriptions and analysis

NOTE: Cross reference with RDT&E Records Disposition Schedule item 103-26.

Disposition: Permanent. Transfer to WNRC/FRC when no longer needed for operations
After 5 years, transfer to the NARA

Authority:

Privacy Act:

File: 532-04

Title: INFOSEC OVERTAKE File

Description: This file contains documents, specifications, and listings concerning the design and development of standardized products to secure classified and unclassified traffic

NOTE: Reports are sent to the Technical Library

WITHDRAWN

~~**Disposition: Temporary.** Destroy after two years or when no longer needed for operations, whichever is later~~

~~**Authority:**~~

~~**Privacy Act:**~~

WITHDRAWN

Category: 534
Category Title: SPACE COMSEC DEVELOPMENT
Description:

File: 534-01
Title: BATSON II Technical Documents File
Description: This file is a collection of BATSON II technical documents including SR,PDR, CDR, FDR, Schematics, MAMS, video tapes, BATSON II Working Group meeting notes
Disposition: Temporary. Destroy when no longer needed for operations
Authority:
Privacy Act:

File: 534-02
Title: KEYWAY Contracts Data Requirements Lists (CDRL) File
Description: This file contains contractor reporting documentation which is accumulated during KEYWARD R and D program
Disposition: Temporary. Retain in office until project completion Transfer to the WNRC/FRC Destroy after 7 years
Authority:
Privacy Act:

File: 534-03
Title: RICHBIRD Contract Data Requirements Lists (CDRL) File
Description: This file contains contractor reporting documentation which is being accumulated during the RICEBIRD R and D program
Disposition: Temporary. Retain in office until project completion Transfer to the WNRC/FRC Destroy after 7 years
Authority:
Privacy Act:

File: 534-04
Title: MYKOTRONIX Technical Documents and Space Applications
Description: This file is a collection of MYKOTRONIX technical documents including schematics, Security Fault Analysis, Security Testing, and Final reports Informal and formal contractual reports for the MYK-5, MYK-12, and other products
Disposition: Temporary. Retain in office until project completion Transfer to the WNRC/FRC Destroy after 7 years
Authority:
Privacy Act:

WITHDRAWN

Category: 536

Category Title: COMPUSEC

File: 536-01

Title: CANDLESNUFFER Data Base

Description: This data base contains information documenting the development of software analysis COMPUSEC tools through the use of advanced programming techniques

NOTE Reports are sent to the Technical Library

Disposition: Temporary. Delete or destroy when two years old or when no longer needed for operations, whichever is later

Authority:

Privacy Act:

File: 536-02

Title: Cryptogeneration File

Description: This file contains documents and listings of documents used in support of COMPUSEC activities taken from previous evaluations This is essentially used as a reference file

Disposition: Temporary. Destroy when no longer needed for operations

Authority:

Privacy Act:

File: 536-03

Title: ESCHAR Data Base

Description: This data base contains files on systems design and implementation

Disposition: Temporary. Delete or destroy when related system is terminated, replaced, or updated

Authority:

Privacy Act:

File: 536-04

Title: Minstrel File

Description: This file contains documents, specifications, listings, concerning the development of electronic interfaces to transcribers for speech signals

NOTE Reports are sent to the Technical Library

Disposition: Temporary. Review after certification Destroy when no longer needed for evaluations

Authority:

Privacy Act:

File: 536-05

Title: Modification Data Record File

Description: This file provides the present and historical information on all modifications made to INFOSEC equipment It also provides for the tracking of mandatory modification and their implementation by users It implements NACI 2005 and S Regulation 90-6

Disposition: Temporary. Destroy when no longer needed for operations

WITHDRAWN

Authority:
Privacy Act:

File: 536-06

Title: POSTBOY File

Description: This file consists of technical data on the POSTBOY development program

Disposition: Temporary. Destroy upon termination or completion or when no longer needed for operations

Authority:
Privacy Act:

File: 536-07

Title: Project and Contract File

Description: This file consists of project, program management, and contract files related to secure computer systems

A Project Records

Disposition: Permanent. Transfer to WNRC/FRC After 5 years, transfer to the NARA

Authority:

B Contract Files

NOTE For record copies of contract files, reference Administrative and Management Records Disposition Schedule item 712-02

Disposition: Temporary. Destroy upon termination or completion

Authority: (GRS-3-3C)

C All Other Records

Disposition: Temporary. Delete or destroy when 5 years old

Authority:

Privacy Act:

File: 536-08

Title: Project File

Description: This file is the "historical record" of the COMPUSEC procurement responses to Program Budget System (PBS) I and III, and Systems Acquisition Plans (SAPs)

Disposition: Permanent. Transfer to the WNRC/FRC at the end of the program cycle or when no longer required for reference purposes After 5 years, transfer to the NARA

Authority:

Privacy Act:

File: 536-09

Title: Software Evaluation Manuals

Description: This file consists of evaluated commercial software manuals and other documentation which concern computer security products

Disposition: Temporary. Transfer to WNRC/FRC when inactive Destroy 3 years thereafter

Authority:

WITHDRAWN

Privacy Act:

File: 536-10

Title: Technical Review Group Project Files

Description: This file consists of project, program management, and contract files related to all MDA/NARA and TRG (Technical Review Group) related projects and programs in the Combined Cryptologic Security Program

A Project Records

Disposition: Permanent. Transfer to WNRC/FRC when no longer needed for operations
After 5 years, transfer to the NARA

Authority:

B Contract Files

NOTE For record copies of contract files, reference Administrative and Management Records Disposition Schedule item 712-02

Disposition: Temporary. Destroy upon termination or completion

Authority: (GRS-3-3c)

C All Other Records

Disposition: Temporary. Delete or destroy when 5 years old

Authority:

Privacy Act:

File: 536-11

Title: TNI Discussion Data Base

Description: This data base is a forum for Trusted Network Interpretation Discussions

Disposition: Temporary. Delete the data when 2 years old

Authority:

Privacy Act:

File: 536-12

Title: TNI Interpretations Data Base

Description: This data base is a forum for cataloging interpretations for networks derived from the "Trusted Computer System Evaluation Criteria "

Disposition: Temporary. Delete the data when 2 years old

Authority:

Privacy Act:

File: 536-13

Title: T Operating System (TOS) File

Description: This file contains information concerning the COMPUSEC evaluation of the T Operating System

NOTE Reports are sent to the Technical Library

Disposition: Temporary. Cut off annually at the end of the fiscal year Destroy two years thereafter

WITHDRAWN

Authority:
Privacy Act:

WITHDRAWN