REQUEST FOR RECORDS DISPOSITION AUTHORITY

(LEAVE BLANK)

JOB NUMBER N1-560-05-2

To NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

DATE RECEIVED 2-2-2005

1 FROM (Agency or establishment)

Department of Homeland Security

2 MAJOR SUBDIVISION

Transportation Security Administration

3 MINOR SUBDIVISION

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request, including amendments, is approved except for items that may be marked ☐disposition not approved☐ or ☐withdrawn☐ in column 10

4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE	DATE	ARCHIVIST OF THE UNITED STATES
A Lawan Jackson	571/227-2068	5/11/2006	WITHDRAWN

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the Government Accountability Office, under the provisions of Title 8 of the GAO manual for Guidance of Federal Agencies,

☐ is not required, ☐ is attached, or **X** has been requested

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
02/01/05		Acting Director, Office Information Management Programs

7 Item No	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
2900.4	**SECURE FLIGHT PROGRAM** **See Attached document for description of items and proposed dispositions		

WITHDRAWN

cc Agency

115-109 PREVIOUS EDITION NOT USABLE

STANDARD FORM SF 115 (REV 3-91)
Prescribed by NARA 36 CFR 1228

2900.4

TRANSPORTATION SECURITY ADMINISTRATION (TSA) SECURE FLIGHT PROGRAM. The Secure Flight program involves a number of information system components that are used to conduct pre-flight information-based checks of air passengers and other non-traveling individuals involved in passenger aviation for the purpose of detecting individuals who may pose a terrorist-related or security threat to commercial aviation.

A. Input

1. **Information on individuals screened by Secure Flight.** Information submitted to Secure Flight by passengers, aircraft operators, airport operators, and reservation systems including identifying information such as name, date of birth or assigned unique identifier, and itinerary information.

DISPOSITION: **Destroy/Delete** no sooner than 72 hours after completion of the travel itinerary.

2. **Government data**. Watch lists and government databases that contain information on individuals who are known or appropriately suspected to be or have been engaged in conduct constituting, in preparation for, in aid of, or related to terrorism, as well as individuals who pose a viable threat to national security or civil aviation, but are not believed to be terrorists.

DISPOSITION: **Delete** when data has been entered into the Master File and verified, or when no longer needed to support reconstruction of, or serve as a back up to, the Master File, whichever is later.

3. **Redress Cleared List**. List of individuals who have been cleared through the Office of Redress and used to match against data provided on individuals being screened by Secure Flight.

DISPOSITION: **Delete** when data has been entered into the Master File and verified, or when no longer needed to support reconstruction of, or serve as a back up to, the Master file, whichever is later.

B. Master Files. Information contained in the database includes the government watch list information that is used in support of Secure Flight security screening. In addition, the list of individuals that have been previously screened and cleared as a result of the redress process will be maintained in the Master File to facilitate the screening process and minimize the number of passengers erroneously identified for secondary screening. During the screening process, the systems will check to determine if the information in an individual's record matches against a watch list and, if so, the system will check to determine if the individual has been previously screened and cleared. If not, the system will check to determine if the information in the record matches against a watch list.

WITHDRAWN

DISPOSITION: The Master File will be superceded by regular updates of the Secure Flight Master Database, based on additions, changes and deletions to the watch list and other approved lists.

C. Output

1. **Vetting History.** Information contained in the vetting database logs on individuals cleared as a potential watch list match and individuals determined to be a positive watch list match.

i) **Information contained in the vetting database logs on individuals cleared as a potential watch list match.** The logs may contain information such as government watch list information, analyst notes concerning the basis for clearance, intelligence information, individual's information, and commercial data that is used in support of Secure Flight's security screening.

DISPOSITION: **Destroy/Delete** no sooner than one year after completion of the travel itinerary.

ii) **Information contained in the vetting database logs on individuals confirmed as a positive watch list match.** The logs may contain information such as government watch list information, analyst notes concerning the basis for confirmation of the watch list match, intelligence information, individual's information, and commercial data used in support of Secure Flight's security screening.

WITHDRAWN

DISPOSITION: **Destroy/Delete** no sooner than five years after completion of the travel itinerary. Individuals will have an opportunity to appeal a determination that the individual is a positive watch list match through the TSA Office of Redress.

2. **Log File.** Notification to the airlines that a passenger or non-traveling individual undergoing Secure Flight screening should receive additional screening, be inhibited from boarding a flight or accessing a secure area until their identity is verified, or be denied the ability to board a commercial flight or access a secure area because of the threat s/he poses to aviation security.

DISPOSITION: **Destroy/Delete** no sooner than 40 days after the completion of the travel itinerary.

D. Documentation. Data systems specifications, file specifications, data layout documentation (regardless of media) relating to a master file or database. This system is in development and further documentation will be available at delivery.

DISPOSITION: **Destroy/Delete** when system is superceded or when no longer needed for reference purposes