

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		JOB NUMBER <u>N1-563-07-21</u>	
1 FROM (Agency or establishment) Department of Homeland Security		Date Received <u>9-10-2007</u>	
2 MAJOR SUB DIVISION Science and Technology Directorate		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request, including amendments is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3 MINOR SUBDIVISION Director of Transition			
4 NAME OF PERSON WITH WHOM TO CONFER Kathy Schultz	5 TELEPHONE 202-447-5075	DATE <u>8/30/07</u>	ARCHIVIST OF THE UNITED STATES <u>Albert [Signature]</u>
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>2</u> page(s) are not needed now for the business of 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 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 8/30/07	SIGNATURE OF AGENCY REPRESENTATIVE <u>Kathleen A. Schultz</u>		TITLE Senior 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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)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	See attached sheet(s) for: <u>Product Idea/Technology</u> Technology Solutions <u>Gap Request</u> <u>System</u> Note: * System Inputs to be covered by GRS 20 * System Outputs to be covered by GRS 20		

LO 5/23/08 Copies sent to agency, & NR

**U.S. Department of Homeland Security
Headquarters Systems Schedules**

Science and Technology Directorate

Technology Solutions *Product Idea / Technology Gap Request* *System* NARA # *NI-503-07-21*

The Technology Solutions (TechSolutions) Program was established by the Department of Homeland Security's (DHS) Science and Technology (S&T) Directorate to provide information, resources, and technology solutions that address mission capability gaps identified by the emergency response community.

It provides a mechanism for responders to register their input regarding capability gaps that need to be addressed to help them in their jobs. S&T responds by identifying existing technology that may meet the need, or if nothing is available, proceeding with the rapid prototyping of an appropriate solution to be fielded in less than 18 months.

The TechSolutions process begins once a practitioner from the emergency response community submits a request for consideration of a product idea or technology gap to the Department of Homeland Security's Science and Technology Directorate's TechSolutions program.

Once received, the request is processed as the following: Request is validated; vetted for possible solutions; solutions ideas are reviewed; solution ideas are down-selected, a winning solution is selected, selected proposal is funded (45 days from request), and the solution is demonstrated (12 months from funding).

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Master File / Data:

Product Idea / Technology Gap Request Evaluations

The system will contain information documenting actions, evaluations and all information relevant to the processing of a Product Idea / Technology Gap request. All materials are grouped by individual request and may include, but are not limited to, tracking logs, correspondence, due diligence information, evaluation data, proposals and operational/functional requirements.

Disposition:

a. Requests approved for funding/deployment.

TEMPORARY Cut off at the end of the applied solution.
Destroy 6 years and 3 months after cutoff

b. Requests not approved for funding/deployment

TEMPORARY Cut off upon notification to the requestor.
Destroy 1 year after cutoff.