

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE JK (NARA use only)	
		JOB NUMBER N1-563-08-19	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		Date Received 6-2-2008	
1 FROM (Agency or establishment) Department of Homeland Security		NOTIFICATION TO AGENCY	
2 MAJOR SUB DIVISION Office of Operations Coordination		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request, including amendments is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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			
4 NAME OF PERSON WITH WHOM TO CONFER Kathy Schultz	5 TELEPHONE 202-447-5075	DATE 2/13/09	ARCHIVIST OF THE UNITED STATES <i>Adrian Thomas</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 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 5/21/08	SIGNATURE OF AGENCY REPRESENTATIVE <i>Kathleen A. Schultz</i>		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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)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: Homeland Security Information Network (HSIN) Inputs and Outputs are covered by GRS 20		

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

Operations Coordination, Office of

Homeland Security Information Network (HSIN)

NARA # N1-563-08-19

To input suspicious activity reports that may indicate preoperational planning for terrorism and incident information pertinent to response and recovery efforts into a system, which has the capability to process, archive and link several reports together. The HSIN database has the capability to process, archive and link suspicious activity and incident reports that may indicate preoperational planning for terrorism and other threats or events of national significance. No public version is created, all information is SBU, some is Law Enforcement Sensitive.

Legal Authority

The Homeland Security Act of 2002 as codified within the United States Code at 6 U.S.C. § 121(d)(1), 6 U.S.C. § 121(d)(4), 6 U.S.C. § 121(d)(11), 6 U.S.C. § 121(d)(12)(A), 6 U.S.C. § 121(d)(15), and 6 U.S.C. § 121(d)(17) provide DHS and the NOC with authority to establish and to collect the information in HSIN. 6 U.S.C. Section 121(d) of the Homeland Security Act of 2002 requires the Department of Homeland Security to access, receive, and analyze law enforcement information, intelligence information, and other information from agencies of the Federal Government, State and local government agencies (including law enforcement agencies), and private sector entities, and to integrate such information in order to

- a) Identify and assess the nature and scope of terrorist threats to the homeland,
 - b) Detect and identify threats of terrorism against the homeland
 - c) Understand such threats in light of actual and potential vulnerabilities of the homeland
 - d) Identify other threats or events of national significance
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Master File / Data:

The system contains information entered from suspicious activity reports (SARS) and incident reports from 2004 to the present. The data is both hand entered by Desk Officers and will be automatically ingested from other databases. One record is created for each report as it enters into the system. Classified or sensitive portions of the reports can be cross referenced and retrieved from the tracker log. The primary key is the Report ID number.

Disposition:

TEMPORARY. Cut off files 20 years from date entered.
Destroy/delete record at cutoff.