

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
		JOB NUMBER N1-563-08-27	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		Date Received 7-07-2008	
1 FROM (Agency or establishment) Department of Homeland Security		NOTIFICATION TO AGENCY	
2 MAJOR SUB DIVISION National Protection and Programs Directorate		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request, including amendments is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 Office of Infrastructure Protection			
4 NAME OF PERSON WITH WHOM TO CONFER Kathy Schultz	5 TELEPHONE 202-447-5075	DATE 2/13/09	ARCHIVIST OF THE UNITED STATES Adrienne Thomas
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>3</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 6/30/08	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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)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: System schedule for INSight Inputs and Outputs covered by GRS 20		

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

National Protection and Programs Directorate

INSight

NARA # N1-563-08-27

The National Infrastructure Coordinating Center (NICC), part of the National Operations Center (NOC) in the Operations Directorate, operates the INSight Information Management System (INSight), designed to support the identification of potentially significant changes in the operational status of the nation's Critical Infrastructure/Key Resources (CI/KR) so that trained analysts can provide timely coordination with the NOC, respective Information Sharing and Analysis Centers (ISAC), and other involved agencies in the public sector and federal sectors

The NICC is a component of the Department of Homeland Security's (DHS) NOC and is functionally aligned under the National Preparedness and Programs Directorate, Contingency Planning and Incident Management Division. The mission of the NICC is to maintain awareness of the operational status of the nation's CI/KR as defined by the National Infrastructure Protection Plan. The NICC uses the information to provide status and impact reports on the nation's CI/KR operational status to the DHS NOC, other federal agencies, and commercial organizations.

Legal Authorities 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 NICC (as part of the National Operations Center (NOC)) with authority to collect the information in the INSight System.

① Master File / Data:

Critical Infrastructures and Key Resources (CI/KR) data

- Infrastructure operational information is provided by Federal organizations Operations Watch Centers, Commercial Owners and Operators of Critical Infrastructures, Other DHS Watch and Operations Centers, as well as open source freely available news services and internet web sources. Some information is also provided by the reporting and communication portals of the DHS HSIN system and supporting DHS databases.
- Data related to events affecting the nation's CI/KR is provided by individual CI/KR system owners and operators, other federal watch centers, open source news sources, and DHS watch centers.
- Information about events and or individuals that could pose an impact to the nation's CI/KR is provided by individual CI/KR system owners and operators, other federal watch centers, State and Local

Disposition:

TEMPORARY Cut off files at the end of the calendar year in which the data is entered. Destroy or delete record 10 years after cutoff, or when no longer needed for legal or business purposes, whichever is later.

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

National Protection and Programs Directorate

Law Enforcement Watch Desks in DHS, open source news sources, and DHS Intelligence and Analysis watch centers

- Information considered to be PCII in nature is provided by commercially owned and operated organizational watch and security centers
- Public-source data including media reports, periodicals, newspapers, internet, broadcast transcripts and commercial databases
- Suspicious activity information reported by private organizations and entities is provided by private sector owner and operators and other federal operations centers
- Intelligence analysis and reporting is provided by other DHS NOC departments and other Federal watch operations centers
- Ongoing law enforcement investigative information is provided by state, regional, and DHS NOC intelligence fusion desks and centers
- Information systems security analysis and reporting is provided by commercially provided information systems security watch centers, DoD and Federal information security watch centers, and the DHS CERT operation center
- Historical law enforcement information is provided by state, regional, and DHS NOC intelligence fusion desks and centers
- Operational and administrative records provided by DHS Watch centers, Commercial CI/KR watch Centers
- Financial information is provided by the Federal Information Security watch Center

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