



**CO: Industries, Education and Vocational Training Division UNICOR DECISION SUPPORT SYSTEM**

Authority: N1-129-05-	Item#	Approved:
Major Sub. BOP/CO/UNICOR	Physical Medium: Electronic	Dated:
Minor Sub: MISD	System Location: Washington, D.C.	
Item Name: Decision Support System	Secondary Location:	

**UNICOR - FEDERAL PRISONS INDUSTRIES AND EDUCATION**

UNICOR or Federal Prison Industries Inc., is a non-appropriated government corporation, operated by the Industries, Education and Vocational Training Division of the Bureau of Prisons. UNICOR's mission is to employ and provide skills training to the greatest practicable number of inmates within the Federal Bureau of Prisons, contribute to the safety and security of the nation's correctional facilities by keeping inmates constructively occupied, produce market-price quality goods for sale to the Federal Government, and operate in a self-sustaining manner, with minimal effect on private business and labor.

UNICOR employs a number of electronic systems to track and manage the development, production, marketing and sale of its products. Many of these are 'tools' rather than records systems; i.e., they facilitate or secure the transfer of financial data among BOP, Unicor and the Department of the Treasury; facilitate user access; or assist in developing code for other systems. Decision Support is one of the systems of record.

**Decision Support System (DSS).**

DSS extracts data on a daily basis from the SAP/R3 system (see N1-129-04-08), and summarizes them monthly 'buckets' for textual and graphic reports. All records are date-stamped with the fiscal year and the reports and graphs can include information from a previous fiscal year. Examples include Corporate Accounts Receivable, Actual Overhead, Backlog, Earnings, Invoiced Shipments and Inventory. All except one can be viewed at both Corporate and individual factory level.

**1. Inputs.**

Electronic extracts from the SAP/R3 system.

*Disposition: Temporary.* Delete when 3 years old or no longer needed for reference or operations, whichever is later.

**2. Outputs.**

Graphic and textual analyses of selected business processes.

*Disposition: Temporary.* Destroy when 3 years old or no longer needed for reference or operations, whichever is later.

### **3. Data.**

Modified extracts from R3.

*Disposition: Temporary.* Delete when 3 years old or no longer needed for reference or operations, whichever is later.

### **4. Documentation.**

*Disposition: Temporary.* Destroy when superseded or no longer needed for reference or operations, whichever is later.

### **5. Electronic Version of Records Created by the Electronic Mail and Word Processing Applications for items 1-4 above.**

*Disposition: Temporary.* Destroy/delete within 180 days after the record-keeping copy has been produced. Longer retention is authorized.