

## Request for Records Disposition Authority

|   |   |
|---|---|
| Records Schedule Number                       | DAA-0436-2013-0004  |
| Schedule Status                               | Approved  |
| Agency or Establishment                       | Bureau of Alcohol, Tobacco, Firearms, and Explosives                |
| Record Group / Scheduling Group               | Records of the Bureau of Alcohol, Tobacco, Firearms, and Explosives |
| Records Schedule applies to                   | Major Subdivision   |
| Major Subdivision                             | Office of Strategic Intelligence and Information (OSII)             |
| Minor Subdivision                             | Intelligence and Information Systems Division (IISD)                |
| Schedule Subject                              | GangNet   |
| Internal agency concurrences will be provided | No  |

Background Information

System Title: GangNet  
Background Information:  
GangNet is a Commercial Off the Shelf (COTS) system acquired by ATF. The GangNet system is a user friendly browser-based investigation, analytical and statistical resource for recording and tracking gangs, gang members and their activities. GangNet provides gang/gang members/gang incident tracking, and also provides for gang intelligence analysis to discern trends, relationships, patterns and gang demographics. GangNet uses dropdowns, partial word name searching, calendar controls, drilldown forms, etc., to make entering and retrieving useful information easy. The GangNet system is an information sharing application that operates in a network environment and can be connected to multi-agencies GangNet or other gang tracking applications.

28 CFR Part 23 requires that GangNet ensure that the collection/ submission, access or storage, and dissemination of criminal intelligence information conform to the privacy and constitutional rights of individuals, groups, and organizations. Records in the database may contain Personally Identifiable Information (PII), which are exempted from public disclosure, pursuant to the Privacy Act of 1974. Records in the database may also contain law enforcement information that is prohibited from disclosure under 5 U.S.C Section 552(b)(7). To safeguard this information access is limited to authorized personnel.

Note: GangNet replaced CONGANG, scheduled as N1-436-03-002, which is now obsolete.

Item Count

| Number of Total Disposition<br>Items | Number of Permanent<br>Disposition Items | Number of Temporary<br>Disposition Items | Number of Withdrawn<br>Disposition Items |
|--------------------------------------|--|--|--|
| 1                                    | 0  | 1  | 0  |

GAO Approval

## Outline of Records Schedule Items for DAA-0436-2013-0004

| Sequence Number |   |
|-----------------|---|
| 1               | Master Database File<br>Disposition Authority Number: DAA-0436-2013-0004-0001 |

## Records Schedule Items

| Sequence Number |   |
|-----------------|---|
| 1               | <p><b>Master Database File</b></p> <p>Disposition Authority Number      DAA-0436-2013-0004-0001</p> <p>Master File is maintained by gang name and contains gang member and related information. Note: All Inputs, Outputs and Documentation are covered by GRS 20.</p> <p>Final Disposition      Temporary</p> <p>Item Status      Active</p> <p>Is this item media neutral?      Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      Yes</p> <p>Do any of the records covered by this item exist as structured electronic data?      Yes</p> <p>GRS or Superseded Authority Citation      N1-436-03-002 / A</p> <p><b>Disposition Instruction</b></p> <p>Cutoff Instruction      Cutoff Gang or Gang member file after final record update.</p> <p>Retention Period      Destroy 5 year(s) after cutoff (28 CFR Part 23).</p> <p><b>Additional Information</b></p> <p>GAO Approval      Not Required</p> |

## 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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

## Signatory Information

| Date       | Action                   | By                  | Title   | Organization  |
|------------|--------------------------|---------------------|---|---|
| 03/27/2013 | Certify                  | Thomas Hill         | ATF Records Officer                           | Bureau of Alcohol Tobacco Firearms and Explosives - Bureau of Alcohol Tobacco Firearms and Explosives |
| 08/05/2014 | Return for Revision      | Rania Mahmoud       | Appraisal Archivist                           | National Archives and Records Administration - Records Management Services                            |
| 08/15/2014 | Submit For Certification | Gregory Schildmeyer | Contractor                                    | Bureau - Bureau   |
| 08/18/2014 | Certify                  | Thomas Hill         | ATF Records Officer                           | Bureau of Alcohol Tobacco Firearms and Explosives - Bureau of Alcohol Tobacco Firearms and Explosives |
| 10/28/2014 | Submit for Concurrence   | Rania Mahmoud       | Appraisal Archivist                           | National Archives and Records Administration - Records Management Services                            |
| 10/30/2014 | Concur                   | Laurence Brewer     | Director, National Records Management Program | National Archives and Records Administration - National Records Management Program                    |
| 10/30/2014 | Concur                   | Laurence Brewer     | Director, National Records Management Program | National Archives and Records Administration - National Records Management Program                    |
| 11/03/2014 | Approve                  | David Ferriero      | Archivist of the United States                | Office of the Archivist - Office of the Archivist   |