

(See Instructions on reverse)

(814) 532-4572

Allen Warratt

has been requested.

TITLE Supervisor,
General Services Unit

| | |
|---------------------------------------|--|
| 10 ACTION TAKEN (NARA USE ONLY) | |
|---------------------------------------|--|

SEE ATTACHED

APR 22 2008

STANDARD FORM 115 (REV 3-91)
Prescribed by NARA
36 CFR 1228

2008-002-001

Records Retention Schedule
National Drug Intelligence Center
Document Exploitation Analytical Intelligence System

The Real-time Analytical Intelligence Database (RAID) is an analytical intelligence software application used for document exploitation. From the investigative information that is imported or input from a collection of documents, RAID produces a database identifying links between individuals, organizations, locations, financial accounts, telephone numbers, and other data.

1. Inputs

Source documents submitted for document exploitation and analysis

Disposition: Temporary. Return to originating organization after investigative data have been entered

2. Document Exploitation Analyses

The results of document exploitation analysis projects, including unique databases analyzing collections of documents.

a. Analysis Databases

Databases, from RAID or other document exploitation systems, produced from the analysis of a collection of source documents. Data elements include, but are not limited to: law enforcement agency; individual and organization name; location; financial account; telephone number; vehicle; drug type, and other free text fields

Disposition: Temporary. Send completed database to the requesting law enforcement organization or NDIC analyst. Delete 20 years after creation.

b. Reports

Reports summarizing each document exploitation investigation

Disposition: Temporary. Send report to the requesting law enforcement organization or NDIC analyst. Delete 20 years after creation.

3. System Documentation

For RAID and other document exploitation applications: the system specifications, file specifications, codebooks, record layouts, user guides, output specifications, and final reports relating to the design and structure of the database

Disposition: Temporary. Delete after the disposal of all document exploitation analyses produced by the system. [GRS 20/11a1]