INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-048-08-020

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Superseded by DAA-0048-2013-0001-0001

Listed as superseded on crosswalk

Date Reported: 04/09/2021

REQUEST FOR RECORDS DISPOSITION AUTHORITY				JOB NUMBER N/-048-08-20		
	TIONAL ARCHIVES & RECORDS ADMINISTRATION ADELPHI ROAD COLLEGE PARK, MD 20740-6001			Date Received 6/25/08		
FROM (Agency or establishment)			NOTIFICATION TO AGENCY			
Department of the Interior				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		
3 MINOR SUBDIVISION National Business Center (NBC)			"withdrawn" in column 10			
4 NAME OF PERSON WITH WHOM TO CONFER 4 TELEPHONE NUMBER			DATE ARCHIVIST OF THE UNITED STATES			
Pam Quallich		202-208-3909	1/27/2009 Susan R Cummings			
AGENCY INFORMATION 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 1 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 of the GAO Manual for Guidance of Federal Agencies Its not required Its attached, or has been requested						
	✓ is not required	is attached, or	L	has been req	uested	
DATE SIGNATURE OF AGENCY REPRESENTATIVE			TITLE Office of the Secretary Records Officer			
June 18, 2008 Janala Quallic						
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION		9 GRS OR SUPERSEDED JOB CITATION		10 ACTION TAKEN (NARA USE ONLY)	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 list of Records Descrip Disposition Authority)	otion and Requested	N	I/A		

7561 Smart Card Systems (SCS) A security management system that is smart card enabled, authorizing and recording the entry of individuals into DOI facilities. Smart Card System contains personally identifiable information (PII), including Social Security numbers, height, weight, hair color, etc. and paper ID request forms containing identity proof of an individual-copies of driver's licenses, passports, birth certificates, etc. The system is currently fully operational in the Main Interior Building (MIB), South Interior Building (SIB) and is expected to cover over 70 DOI facilities across the country.

Client PCs for data entries (badging computers), access monitoring guard stations form part of the larger smart card system and are covered under this schedule.

Disposition: <u>Temporary</u> Cut off upon expiry of the ID Card. Destroy 3 years after cut off.

SF 115 Supplementary Cover Sheet

Summary:

This action establishes one new Office of the Secretary Series entitled:

"Smart Card System"

Reason for submission:

- 1) This action provides for the disposition of records maintained in the Smart Card System (SCS) a previously unscheduled system that is used to authorize and record the entry of individuals in to the Main Interior Building (MIB), South Interior Building (SIB) and eventually covering 70-80 other DOI facilities throughout the country.
- 2) This action also incorporates the series in to the numbering pattern of the Office of the Secretary's new record schedule.