

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER NI-416-11-7	
To NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED 2/15/11	
1 FROM (Agency or establishment) Department of Transportation		NOTIFICATION TO AGENCY 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION National Highway Traffic Safety Administration			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE	DATE 7/6/2011	ARCHIVIST OF THE UNITED STATES WITHDRAWN
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 ___ page(s) are not now needed 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, G is not required, G is attached, or G has been requested			
DATE 02/08/11	SIGNATURE OF AGENCY REPRESENTATIVE <i>Carolyn Green</i> Carolyn Green	TITLE Program Specialist/Records Manager	
7 Item No	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)

**US Department of Transportation (DOT)
National Highway Traffic Safety Administration (NHTSA)
The Office of the Chief Information Officer (OCIO)**

Name of Electronic System: Electronic Risk Assessment Management System (e-RAMS)

Purpose of the System:

The Electronic Risk Assessment Management System is a web based application with SQL database, used in risk management process in deciding how to properly mitigate risks. It has the capabilities to generate Assessment and Analysis reports used to support DOT/NHTSA's Risk posture, and Certification & Analysis (C & A) of Enterprise Architecture infrastructure. This ensures that adequate documentation for the information system and its constituent components are available, protected when required, and distributed only to authorized personnel. It also ensures that third-party providers of information system services employ adequate security controls in accordance with applicable federal laws, directives, policies, regulations, standards, guidance, and established service level agreements. This ensures that orderly Configuration Management processes are followed that prevent unanticipated changes in the security configuration of the system, as documented in the C & A process.

Note: Electronic records are disposed of in accordance with DOT Record Schedules and/or the appropriate NARA General Records Schedules.

- 1 **Inputs:** Inputs consist of data from the Mission Information Protection Program (MIPP) system, such as Change Control Board (CCB) Risks

Disposition: Temporary Delete/destroy when no longer needed for administrative, legal, audit, or other operational purposes (GRS 20, Item 2)

- 2 **Master File:** Documentation describing the functional properties of the Security controls employed within the information system, with sufficient Detail to permit analysis and testing of the controls

Disposition: Temporary Delete/destroy when no longer needed for administrative, legal, audit, or other operational purposes (GRS 24, Item 5)

3 **Outputs:** Reports of system changes, including outputs from other systems

Disposition: Temporary Delete/destroy when no longer needed for administrative, legal, audit, or other operational purposes (GRS 20, Items 5, 6, 16)

4 **System Documentation:** System documentation is located within the Office of the Chief Information Officer, in the National Highway Traffic Safety Administration (NHTSA), in Washington, D C System documentation consists of description/operating manuals for the software application, user manuals, description of operating environment, software and hardware operating requirements, administrative procedures, system administrator operating instructions and procedures, business rules, and office operating procedures

Disposition: Temporary Delete/destroy when the e-RAMS system is superseded or becomes obsolete (GRS 20, Item 11)