

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		<b>LEAVE BLANK (NARA use only)</b>	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <b>N1-330-08-6</b>	DATE RECEIVED <b>5-22-08</b>
1. FROM (Agency or establishment) Department of Defense		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 Office of the Secretary of Defense			
3. MINOR SUBDIVISION Records and Declassification Division, ESD, WHS			
4. NAME OF PERSON WITH WHOM TO CONFER Luz D Ortiz	5. TELEPHONE (703) 696-4959	DATE <b>7/15/08</b>	ARCHIVIST OF THE UNITED STATES <i>Allen W. ...</i>

**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 2 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,

is not required;  is attached, or  has been requested

DATE 5/16/2007	SIGNATURE OF AGENCY REPRESENTATIVE Robert Storer	TITLE <i>Robert Storer</i> Chief, Records and Declassification Division
-------------------	---	---

7 ITEM NO.	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p><b>DEFENSE COUNTERINTELLIGENCE INFORMATION SYSTEM (DCIIS)</b></p> <p><b>BACKGROUND</b> The DoD Counterintelligence Field Activity (CIFA) developed Defense Counterintelligence Information System (DCIIS) as an enterprise information system for the DoD Counterintelligence (CI) Community, this community includes the military departments, DoD field agencies and activities DCIIS uses web-based software to provide CI agent work space, allow users to share information, coordinate activities, and provide management tools in each CI functional area of the CI mission Authorized users can access the system to query and create records, users are vetted and have security clearances</p> <p>The system allows for the automated, standardized documentation of all CI work and the retention of CI-specific information for operational and analytical work DCIIS operates in a secure mode The system contains a database that allows both agents and analysts to share information</p> <p>Information contained and outputs created by this system are already scheduled under NARA Job numbers NC1-330-76-1 (210 series), NC1-330-77-9 (500), and N1-330-07-3 Inputs are covered under GRS 20, item 2a (3) and (4) or previously cited job numbers Outputs generated by DCIIS are reports which are scheduled under NC1-330-76-1 and NC1-330-77-9 (502-02 3, 504-05, and 504-06) System documentation is scheduled under GRS 20, Item 11(2) Please see NC1-AU-77-6 as reference for item 2</p>		

**SF 115 DEFENSE COUNTERINTELLIGENCE INFORMATION SYSTEM  
(DCIIS)**

**Item 1.**

**FILE TITLE:** Defense Counterintelligence Information System (DCIIS)

**FILE DESCRIPTION:** Information collected and processed by a government system designed to allow the counterintelligence (CI) community users to share information and coordinate activities, for each CI functional area. The system contains information on CI collections, investigations, counter-terrorism, foreign intelligence services, analysis and production, operations, and other related information

**DISPOSITION:** PERMANENT. Transfer to NARA when 50 years old; cutoff at the end of the calendar year and pre-accession a copy of the master file. Note: Transfer related documentation to NARA, per GRS 20, Item 11a(2). Use item 2 below for CI source information, remove CI source records prior to NARA transfer.

**Item 2.**

**FILE TITLE:** Intelligence/Counterintelligence Sources

**FILE DESCRIPTION:** Information containing data about personnel who have been used as sources of intelligence or counterintelligence information by the DoD; the details on the use or activities of a source which are necessary to confirm claims against the DoD by source or heirs of the source; or to authenticate an individual was an agent. Included are all activities associated with the interaction of a source but not limited to; agreements, contracts, information reports, and financial reports.

**DISPOSITION:** PERMANENT. Cutoff at the end of the calendar year and pre-accession a copy of files to NARA with the associated masterfile. Legal custody will transfer to NARA when the record is 50 years old.