

Request for Records Disposition Authority

Records Schedule Number DAA-0374-2014-0043

Schedule Status Approved

Agency or Establishment Defense Threat Reduction Agency

Record Group / Scheduling Group Records of the Defense Threat Reduction Agency

Records Schedule applies to Department-wide

Schedule Subject 1406.18a Nuclear Inventory Management and Cataloging System (NIMACS)

Internal agency concurrences will be provided No

Background Information

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0374-2014-0043

Sequence Number	
1	1406.18a Nuclear Inventory Management and Cataloging System (NIMACS)
1.1	1406.18a Nuclear Inventory Management and Cataloging System (NIMACS) Disposition Authority Number: DAA-0374-2014-0043-0001

Records Schedule Items

Sequence Number																	
1	<p>1406.18a Nuclear Inventory Management and Cataloging System (NIMACS) DTRA on-line system which interfaces with the military service, Defense Logistics Information System (DLA), DOE and its vendors for electronically tracking materiel, cataloging, standardization and technical library functions.</p>																
1.1	<p>1406.18a Nuclear Inventory Management and Cataloging System (NIMACS) Disposition Authority Number DAA-0374-2014-0043-0001</p> <p>This is a DTRA on-line system which interfaces with the military service, Defense Logistics Information System (DLA), DOE and its vendors for electronically cataloging and tracking materiel, with standardization and technical library functions.</p> <table> <tr> <td>Final Disposition</td><td>Temporary</td></tr> <tr> <td>Item Status</td><td>Active</td></tr> <tr> <td>Is this item media neutral?</td><td>Yes</td></tr> <tr> <td>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?</td><td>Yes</td></tr> <tr> <td>Do any of the records covered by this item exist as structured electronic data?</td><td>Yes</td></tr> </table> <p>Disposition Instruction</p> <table> <tr> <td>Cutoff Instruction</td><td>Temporary. Maintain backup media until next tape rotation. Destroy data and system documentation 5 years after supersession or termination of system.</td></tr> <tr> <td>Retention Period</td><td>Maintain backup media until next tape rotation. Destroy data and system documentation 5 years after supersession or termination of system.</td></tr> </table> <p>Additional Information</p> <table> <tr> <td>GAO Approval</td><td>Not Required</td></tr> </table>	Final Disposition	Temporary	Item Status	Active	Is this item media neutral?	Yes	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes	Do any of the records covered by this item exist as structured electronic data?	Yes	Cutoff Instruction	Temporary. Maintain backup media until next tape rotation. Destroy data and system documentation 5 years after supersession or termination of system.	Retention Period	Maintain backup media until next tape rotation. Destroy data and system documentation 5 years after supersession or termination of system.	GAO Approval	Not Required
Final Disposition	Temporary																
Item Status	Active																
Is this item media neutral?	Yes																
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes																
Do any of the records covered by this item exist as structured electronic data?	Yes																
Cutoff Instruction	Temporary. Maintain backup media until next tape rotation. Destroy data and system documentation 5 years after supersession or termination of system.																
Retention Period	Maintain backup media until next tape rotation. Destroy data and system documentation 5 years after supersession or termination of system.																
GAO Approval	Not Required																

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
04/20/2015	Certify	Gladys Thompson	Records Manager	Chief of Staff - Records Management Office
08/29/2016	Submit for Concurrency	Steven Rhodes	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
09/22/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
09/22/2016	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
09/26/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist