Request for Records Disposition Authority

Records Schedule Number	DAA-AU-2015-0007
Schedule Status	Approved
Agency or Establishment	Department of the Army
Record Group / Scheduling Group	Army Undifferentiated
Records Schedule applies to	Department-wide
Schedule Subject	Corporate Management System (CMS)
Internal agency concurrences will be provided	No

Background Information

AR 70-1, Army Acquisition Policy, implement the Army's acquisition policy for programs in acquisition categories (ACATs) I through III. This regulation assigns responsibilities to Army organizations in accordance with DODD 5000.01 and DODI 5000.02. The Army will apply the direction contained in DODD 5000.01and DODI 5000.02 to all acquisition programs while streamlining and tailoring the procedures within statutory and program requirements. This regulation also specifies Army's acquisition workforce management responsibilities and defines clothing and individual equipment (CIE) acquisition responsibilities.

The proponent of this regulation is the Assistant Secretary of the Army for Acquisition, Logistics, and Technology (ASA(ALT). In support of AR 70-1, ASA (ALT) submits for disposition the Corporate Management System (CMS). CMS is a collaborative product data management system that provides a seamless engineering and development environment to execute, manage, and organize data related to the acquisition of new and existing weapon systems. It allows all stakeholders in the product development and sustainment lifecycle the capability to collaborate regardless of location, organizes and manages acquisition and development data for the duration of the lifecycle of the weapon system, and provides access to all stakeholders involved in the acquisition, development, and sustainment of a product from Government civilians to contractors and vendors.

The inclusive dates of CMS records are from 1995 to present.

Source input is keyed into the system by users and is approved for disposition under RN 25-1kkk/400B (0-6). System documentation

includes record layouts, specifications, and code books which are covered under RN 25-1mmm(400B (0-6).

Output: The CMS System is a web-based application using Mandatory Access Control whereby a System Administrator determines access to the system and the data/documents stored within. Output is in the form of web pages containing data about documents (metadata), and other tracking data related to Net Training, Equipment Tracking, Asset Management, and System Communications that the end user requests through their web browser. Documents and their metadata that a user has sufficient permissions for are returned via the search results and can be downloaded. Automated system administrative outputs and reports use RN 25-jjjjj/400B, Information Technology.

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-AU-2015-0007

Sequence Number	
1	Corporate Management System (CMS) Master File/RN 70-1vv/ACRS 1200B/0-6 Disposition Authority Number: DAA-AU-2015-0007-0001

Records Schedule Items

Sequence Number	
1	

Corporate Management System (CMS) Master File/RN 70-1vv/ACRS 1200B/0-6

Disposition Authority Number   DAA-AU-2015-0007-0001

CMS includes PM Soldier Sensors and Lasers Acquisition program and product information, engineering diagrams, new equipment training team documents, and documentation related to DoD 5000.02 requirements. The system also contains employee information related to official functions (user's name, work address, email, phone number, supervisor contact information).

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?	No

Manual Citation	Manual Title
AR 25-400-2	The Army Records Information Management System (ARIMS)

Disposition Instruction

Cutoff Instruction	KE6: Event is destroy 6 years after the end of the system lifecycle. Keep in CFA until event occurs, then destroy 6 years after the event.
Retention Period	Destroy 6 year(s) after the end of the system lifecycle.

Additional Information

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
11/18/2014	Certify	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
04/23/2015	Submit for Concurrence	Tony Williams	Appraiser	National Archives and Records Administration - Records Management Services
04/27/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Serivces
04/27/2015	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
04/30/2015	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist