Records Schedule: DAA-AU-2016-0033

Request for Records Disposition Authority

Records Schedule Number

DAA-AU-2016-0033

Schedule Status

Approved

Agency or Establishment

Department of the Army

Record Group / Scheduling Group

Army Undifferentiated

Records Schedule applies to

Department-wide

Schedule Subject

CIVILIAN PERSONNEL

Internal agency concurrences will

be provided

No

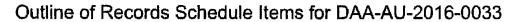
Background Information

These records concern the administration of the civilian personnel program under the prescribing directive 690. Specifically for this Record Number, this regulation (USFK 690-1) is for the establishment of policies and procedures for the uniform administration and management of Korean National (KN) employees of the United States Forces Korea (USFK). It assigns responsibility for implementation of the policies and procedures. System input records are covered under Record Number (RN) 25-1kkk and system output records are covered under RN 25-1jjjjj. The proponent for this regulation is HQ USFK, (FKCP). Inclusive date range of records stored is 2010 to present.

Item Count

Number of Total Disposition Items	1	' '	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval



Sequence Number	
1	Recruiting Files – Korean Nationals, Korean National Recruitment System (KNRS)
	Master File/RN 690g/ACRS 600B/0-6.
	Disposition Authority Number: DAA-AU-2016-0033-0001

Records Schedule Items

Sequence Number

1

Recruiting Files – Korean Nationals, Korean National Recruitment System (KNRS) Master File/RN 690g/ACRS 600B/0-6.

Disposition Authority Number

DAA-AU-2016-0033-0001

Information accumulated in the electronic job application by Korean Nationals and submitted resumes are in response to posted vacancy announcements. Applications are posted and processed electronically in the Korean National Recruitment System (KNRS) system.

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 email and word processing?

Yes

Do any of the records covered by this item exist as structured

Yes

electronic data?

Manual Citation	Manual Title	
! !	Army Records Information Management System (ARIMS)	

Disposition Instruction

Cutoff Instruction

KE2. Destroy 2 years after the vacant position has

been filled.

Retention Period

Destroy 2 year(s) after vacant position has been filled

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	Ву	Title	Organization
04/18/2016	Certify	Shirley KinsonJones	Management Analys t	Army - Records Management and Declassification Agency
09/13/2016	Submit for Concur rence	Robyn Dexter	Appraisal Archivist	National Archives and Records Administration - RDTP2: Archives II Processing Section
09/15/2016	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Serivces
09/19/2016	Concur	Laurence Brewer	Director, National R ecords Management Program	National Archives and Records Administration - National Records Management Program
09/20/2016	Approve	David Ferriero	Archivist of the Unite d States	Office of the Archivist - Office of the Archivist