Request for Records Disposition Authority

Records Schedule Number	DAA-AU-2020-0029
Schedule Status	Approved
Agency or Establishment	Department of the Army
Record Group / Scheduling Group	Army Undifferentiated
Records Schedule applies to	Agency-wide
Schedule Subject	Human Resources Command (HRC) Enterprise Data Warehouse (HEDW) Master File, RN 601-210o/ARCS 600E/0-6
Internal agency concurrences will be provided	No
Background Information	AR 601-210 regulation prescribes eligibility criteria governing the enlistment of persons, with or without prior service (PS), into the Regular Army (RA), the U.S. Army Reserve (USAR), and the Army National Guard (ARNG). It provides policies and procedures to process applications for enlistment in the RA Delayed Entry Program (DEP) and on delayed status, and the USAR Delayed Training Program (DTP).

HEDW is maintained by the Deputy Chief Staff, G-1. The hardware and software is maintained by US Army Human Resources Command (USAHRC), US Army Recruiting Command (USAREC), US Army Cadet Command (USACC), Army Marketing and Research Group (AMRG), National Guard Bureau (NGB) . This system contains PII. |

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-2020-0029

Sequence Number	
1	Human Resources Command (HRC) Enterprise Data Warehouse (HEDW) Master Files, RN 601-210o/ARCS 600E/0-6
1.1	Human Resources Command (HRC) Enterprise Data Warehouse (HEDW) Master Files, RN 601-210o/ARCS 600E/0-6 Disposition Authority Number: DAA-AU-2020-0029-0001

Records Schedule Items

Sequence Number	
1	Human Resources Command (HRC) Enterprise Data Warehouse (HEDW) Master Files, RN 601-210o/ARCS 600E/0-6 Human Resources Command (HRC) Enterprise Data Warehouse (HEDW) is a data warehouse that provides access to transactional data through a common querying and reporting interface. It is intended to enable users to analyze and discover new information important to operations and mission requirements of HRC and those systems that operate within its business portfolio. It is designed for the purpose of query and analysis rather than transaction processing or shared data storage. HEDW is a fundamental building block of the Business Intelligence (BI) system which supports analytic reporting for HRC and other approved users within the Army accessioning community. The capabilities for a successful HEDW deployment are: 1) an Extract, Transform and Load (ETL) solution, 2) an Online Analytical Processing (OLAP) engine, and 3) client analysis tools and other applications that manage the process of gathering and delivering data to the business users for intelligent business decision making. Operational systems are designed to support typical day-to-day transactional operations whereas the functionality of a data warehouse complements the functionality of existing operational systems; thus, it is designed and used differently. HEDW is designed to support flexible analytical processing of integrated and mostly nonvolatile human resource data. It supports access requirements by providing global access to data through data services. It supports the Army data center consolidation effort which may combine enterprise DWs and data virtualization to deliver the most comprehensive information to decision-makers from anywhere with any device. HEDW is a key strategic asset to the US Army Human Resources Command and subordinates as it supports the DOD Net-Centric Data Strategy goals of making data visible, accessible, and understandable. The Enterprise Data Warehouse provides information to Enterprise Marketing Management (EMM) a software that is used to provide, monitor and maintain a promotional structure for recruiting Funnel Progression data and Strength Maintenance Management System (SMMS) a web-based solution that is designed to support to various recruiting programs, activities, and reporting capabilities. It provide information on the last 7 days of Accessions Contracts. Records exist dating from 1997 to present. The system inputs are assortment of data, ranging from future soldier information, current soldier information and a variety of data pertaining to the US Army accessions operation. The source of new data come from both external and internal data sources. Internal data is coming from ARISS/HRC applications. External data sources include FBI data, employment information from government agency and potential soldier lead information supplied by an external vender. The system outputs may include tables, charts, pivots and information screens ad hoc reports upon request though a web based application. These reports can be based on real time data or on archival datasets. All reports are maintained

and are accessible through the Oracle Business Intelligence Enterprise Edition (OBIEE) web application available only to authorized users. Input is covered by DAA-GRS-2013-0001-0001, item 10 for hard copy and analog, and by DAA-GRS-2013-0001-0004, item 20 for electronic input/source records, Output ad-hoc records are covered by DAA-GRS-2013-0001-0005, item 30, and output data file records are covered by DAA-GRS-0001-0006, item 31. System documentation as defined in DAA-GRS-2013-0005-0003 is covered by item 51.

1.1   Human Resources Command (HRC) Enterprise Data Warehouse (HEDW) Master Files, RN 601-210o/ARCS 600E/0-6

Disposition Authority Number   DAA-AU-2020-0029-0001

The system contains Potential and Enlisted Soldiers PII, Commercial Demographic Data, Performance Evaluation Information, test scores, physical, etc., Various information from operational systems, Applicant-related data (non-identifiable) for other services, to include Navy, Air Force, and Marines, Advertising responses, Post-enlistment lifecycle data on individuals within the Army, Training-based data for individuals in Basic Training or Advanced Individual Training (AIT), University and College Information, and Recruiting Facility information

Final Disposition   Temporary

Item Status   Active

Is this item media neutral?   No

Explanation of limitation   Electronic records only.

Do any of the records covered   No
by this item currently exist in
electronic format(s) other than e-
mail and word processing?

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

Disposition Instruction

Cutoff Instruction   KEN. Event is when system is taken off the internet. Keep until event occurs and then until no longer needed for conducting business, but no longer than 6 years after the event, then delete.

Retention Period   Destroy no later than 6year(s) after the event

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
06/14/2021	Return to Submitter	Sheila Brown	Records and Information Mgmt Specialist	RMDA - RMD
06/14/2021	Return to Submitter	Sheila Brown	Records and Information Mgmt Specialist	RMDA - RMD
06/14/2021	Certify	Sheila Brown	Records and Information Mgmt Specialist	RMDA - RMD
06/27/2022	Submit for Concurrence	David Weber	Senior Appraisal Archivisit	National Archives and Records Administration - Records Management Services
07/06/2022	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
07/06/2022	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
07/12/2022	Approve	Debra Wall	Deputy Archivist	National Archives and Records Administration - ND Archives I Office