

Request for Records Disposition Authority

Records Schedule Number **DAA-AU-2014-0025**

Schedule Status **Approved**

Agency or Establishment **Department of the Army**

Record Group / Scheduling Group **Army Undifferentiated**

Records Schedule applies to **Department-wide**

Schedule Subject **Oil Analysis Standard Inter-service System (OASIS) - RN 700-132a**

Internal agency concurrences will be provided **No**

Background Information **AR 700-132, Joint Oil Analysis Program, prescribes policies, responsibilities, and goals for the Joint Oil Analysis Program (JOAP). The Commander, U.S. Army Materiel Command (AMC) Logistics Support Activity has responsibility for managing program operations and executing the Army Oil Analysis Program. The OASIS is a software application that is used as part of an Object Relational Database Management System or Army and Navy Oil Analysis Laboratories worldwide. The OASIS receives input of oil sample information provided by customer units detailing the oil wetted components and major end item serial number and other traceable information. The inclusive dates for OASIS are from 1997 to present. All data is seamlessly transferred to the Logistics Information Warehouse (LIV). The source inputs are approved for disposition under RN 25-1kkk, Input Source Records. Output is provided to the war-fighter and decision makers in near real time via the web in the form of reports and are covered under RN 25-1lll, Information technology system administrative reports. The record number (RN) for this system is 700-132a, ACRS 700A/6+.**

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-2014-0025

Sequence Number	
1	Oil Analysis Standard Inter-service System (OASIS) Disposition Authority Number: DAA-AU-2014-0025-0001

Records Schedule Items

Sequence Number						
1	<p>Oil Analysis Standard Inter-service System (OASIS)</p> <p>Disposition Authority Number DAA-AU-2014-0025-0001</p> <p>Master File contains Oil sample records for combat aviation and ground transmissions, engines, gearboxes and hydraulics (serial number, model number, UIC, hours/miles operated and current condition, contact names/unit).</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">AR 25-400-2</td> <td style="text-align: center;">The Army Records Information Management System</td> </tr> </tbody> </table> <p>Disposition Instruction</p> <p>Cutoff Instruction Keep until no longer needed for conducting business, and then retire to the AEA. The AEA will delete when the record is 10 years old.</p> <p>Retention Period Destroy immediately after 10 years</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>		Manual Citation	Manual Title	AR 25-400-2	The Army Records Information Management System
Manual Citation	Manual Title					
AR 25-400-2	The Army Records Information Management System					

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
07/29/2014	Certify	Shirley Kinson Jones	Management Analyst	Army - Records Management and Declassification Agency
11/06/2014	Submit for Concurrence	Tony Williams	Appraiser	National Archives and Records Administration - Records Management Services
11/18/2014	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
11/18/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
11/20/2014	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist