

Request for Records Disposition Authority

Records Schedule Number **DAA-AU-2015-0025**
Schedule Status **Approved**

Agency or Establishment **Department of the Army**
Record Group / Scheduling Group **Army Undifferentiated**
Records Schedule applies to **Department-wide**
Schedule Subject **Army Sustainment Command Enterprise Board (E-Board)**
Internal agency concurrences will be provided **No**

Background Information

AR 700-8, Logistics Planning Factors and Data Management. This regulation provides policy and assigns responsibilities for managing, collecting, developing, maintaining, validating, and disseminating Army logistics data and planning factors for use in Total Army Analysis (TAA); Operational Logistics Planner (OPLOG Planner); logistic factors file; and other Army, Joint, and DOD logistics processes and planning tools.

Description: The Army Sustainment Command (ASC) Enterprise Board (E-Board) is used by the Army Materiel Command (AMC) – Army Sustainment Command (ASC) wide. It provides the ASC, Army Field Support Brigade (AFSB) commanders and staff mission critical information needed to identify potential problem areas, systemic issues with the command, trends across sites and /or mission areas, opportunities to apply continuous improvement techniques, opportunities to replicate best practices and standardize processes where possible, and metrics for tracking and analyzing process improvements. The information in E-Board strongly influences and impacts the Army by directly affecting the Soldier.

E-Board gives ASC the ability to analyze data related to safety and maintenance of equipment, and materially impacts the effectiveness, efficiency, and productivity of ASC in accomplishing its mission. Further, The E-Board will create a community of knowledge to share best practices, identify problem areas that are electronically accessible.

The information for the ASC Enterprise Board comes principally from qualitative data sources such as ALSET assessments, AMC Rapid Review Team assessments, OIP assessments, AAA audits, GAO audits, Internal Review audits, MCP annual statements, Weekly commander SITREP, Commander SPOT reports, and Commander Critical Command Information Requirement submissions. This qualitative data needs to be converted to quantitative data by

techniques used in computer assisted qualitative data analysis software. The quantitative data then can be assessed by multiple dimensions such as ASC's major mission areas (Contracting, Material Management, Field Support, LOGCAP, RESET, and APS), subordinate command, sites, functional area, process, staff proponent, and source of issue. The quantitative data will aid in identifying areas that require command action and resources to conduct an external or internal evaluation and/or continuous improvement project, e.g., Lean Six Sigma. These techniques include but are not limited to employing analytical tools and software such as statistical analysis, risk analysis, and simulations.

Inclusive dates: 2007- present.

Source input data is keyed in manually as well as migrated from another ASC system (Organization Inspection Plan Management System (OIPMS) and is approved for disposition under 25-1kkk/400B (0-6). System documentation includes record layouts, specifications, and code books which are covered under 25-1mmm/400B(0-6).

Output: Final reports and out-briefs from Inspections and Audits. Automated system administrative outputs and reports use RN 25jjjj/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-2015-0025

Sequence Number

1	Army Sustainment Command Enterprise Board (E-Board) Master File, RN 700-8b/ ACRS 700A/0-6 Disposition Authority Number: DAA-AU-2015-0025-0001
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Records Schedule Items

Sequence Number		
1	<p>Army Sustainment Command Enterprise Board (E-Board) Master File, RN 700-8b/ACRS 700A/0-6</p> <p>Disposition Authority Number DAA-AU-2015-0025-0001</p> <p>The system contains inspection/audit observations from Inspection and Audit reports.</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? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? Yes</p>	
	Manual Citation	Manual Title
	AR 25-400-2	The Army Records Information Management System
	<p>Disposition Instruction</p> <p>Cutoff Instruction T10. Keep in until no longer needed for conducting business, then retire to RHA/AEA. The RHA/AEA will destroy record when the record is 10 years old.</p> <p>Retention Period Destroy 10 year(s) after no longer needed for conducting business</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>	

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
04/13/2015	Return to Submitter	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
04/14/2015	Certify	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
07/07/2015	Submit for Concurrence	Tony Williams	Appraiser	National Archives and Records Administration - Records Management Services
07/07/2015	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
07/07/2015	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
07/10/2015	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist