

## Request for Records Disposition Authority

Records Schedule Number DAA-AU-2016-0025

Schedule Status Approved

Agency or Establishment Department of the Army

Record Group / Scheduling Group Army Undifferentiated

Records Schedule applies to Agency-wide

Schedule Subject Product Assurance

Internal agency concurrences will be provided No

Background Information AR 702-16 - CHEMICAL MATERIEL STOCKPILE RELIABILITY PROGRAM, and AR 740-3 - STOCK READINESS. Chemical Biological Defense Materiel Surveillance Program (CBDMSP) records concern policies, procedures, and techniques governing the product assurance of materiel throughout the materiel life cycle, including material reliability and maintainability, quality engineering, quality control, quality assurance, and assessment of product (or system) effectiveness.

The CBDMSP is delegated from HQDA through HQ AMC to TACOM LCMC. TACOM LCMA is the proponent and execution agency for management of CBDM. No requirements exist for formal retention of official records beyond TACOM LCMC.

### 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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-2016-0025

Sequence Number	
1	Chemical Biological Defense Materiel Surveillance Program (CBDMSP) Inspection and Testing Reports/RN 702-16h/ACRS 700A/6+ Disposition Authority Number: DAA-AU-2016-0025-0001

## Records Schedule Items

Sequence Number					
1	<p><b>Chemical Biological Defense Materiel Surveillance Program (CBDMSp) Inspection and Testing Reports/RN 702-16h/ACRS 700A/6+</b></p> <p>Disposition Authority Number      <b>DAA-AU-2016-0025-0001</b></p> <p>Annual inspections of CBDM storage activities and shelf or service life testing are conducted to evaluate and assess compliance with all applicable policies. Inspections will include, but are not limited to: Packaging and labeling; Materiel serviceability; Shelf-life requirements; Ensuring the identity, status, and condition of all CBDM assets are known, reported, and accurately accounted for; Proper storage of all CBDM to ensure it is in a ready to issue condition; Disposition.</p> <p>Final Disposition                      <b>Temporary</b></p> <p>Item Status                                <b>Active</b></p> <p>Is this item media neutral?            <b>Yes</b></p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      <b>No</b></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><b>AR 25-400-2</b></td> <td><b>Army Records Information Management System (ARIMS)</b></td> </tr> </tbody> </table> <p><b>Disposition Instruction</b></p> <p>Cutoff Instruction                      <b>When inspection and testing reports become obsolete and are replaced by new reports.</b></p> <p>Retention Period                        <b>Destroy 10 year(s) after Inspection and testing reports become obsolete and are replaced by new reports.</b></p> <p><b>Additional Information</b></p> <p>GAO Approval                            <b>Not Required</b></p>	Manual Citation	Manual Title	<b>AR 25-400-2</b>	<b>Army Records Information Management System (ARIMS)</b>
Manual Citation	Manual Title				
<b>AR 25-400-2</b>	<b>Army Records Information Management System (ARIMS)</b>				

## 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
03/01/2016	Certify	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
05/18/2016	Submit for Concurrence	David Weber	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
05/25/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
06/02/2016	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
06/05/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist