

Request for Records Disposition Authority

Records Schedule Number **DAA-AU-2016-0034**
 Schedule Status **Approved**

Agency or Establishment **Department of the Army**
 Record Group / Scheduling Group **Army Undifferentiated**
 Records Schedule applies to **Department-wide**
 Schedule Subject **PERSONNEL--GENERAL**
 Internal agency concurrences will be provided **No**

Background Information

These records concern subjects pertaining to military and civilian personnel not specifically provided for in other 600 series, or which contain procedures pertaining to more than one series. Generally, internal office personnel information relating strictly to military personnel is identified below with a 600-series number, information on civilian personnel within an office is identified with a 690-series number. The Army Information System (AIS), MOBPERs is the standard personnel mobilization planning and execution vehicle for the Army G-1. It is the only personnel system consolidating the Army G-1, G-3/5/7, and G-4 mobilization objectives, plans, manpower, and requirements. MOBPERs translates the Army's requirements into one system for planning, assignment, and fill. System input records are covered under Record Number (RN) 25-1kkk and system output records are covered under RN 25-1jjjjj. The proponent of this regulation is the Deputy Chief of Staff, G-1. Inclusive date range of records stored is 2010 to present.

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of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |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-2016-0034

| Sequence Number | |
|-----------------|--|
| 1 | Mobilization Personnel Processing System (MOBPERS) Master File./RN 600-8-10 4ee/ACRS 600A/0-6. Disposition Authority Number: DAA-AU-2016-0034-0001 |

Records Schedule Items

| Sequence Number | | | | | |
|-----------------|---|-----------------|--------------|-------------|---|
| 1 | <p>Mobilization Personnel Processing System (MOBPERS) Master File./RN 600-8-104ee/ACRS 600A/0-6.</p> <p>Disposition Authority Number DAA-AU-2016-0034-0001</p> <p>Army planning and execution files for conducting exercises, and executing multiple levels of crisis response, contingency, or mobilization operations. Files include any level of mobilization or emergency including reconstruction, and required manpower, including Individual Ready Reserve, Standby, and selected Retired Army soldiers.</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> <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;">Army Records Information Management System (ARIMS)</td> </tr> </tbody> </table> <p>Disposition Instruction</p> <p>Cutoff Instruction KE6. Destroy 6 years after termination of mobilization designation.</p> <p>Retention Period Destroy 6 year(s) after termination of mobilization designation.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p> | Manual Citation | Manual Title | AR-25-400-2 | Army Records Information Management System (ARIMS) |
| Manual Citation | Manual Title | | | | |
| AR-25-400-2 | Army Records Information Management System (ARIMS) | | | | |

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 |
|------------|------------------------|---------------------|---|--|
| 05/02/2016 | Certify | Shirley KinsonJones | Management Analyst | Army - Records Management and Declassification Agency |
| 08/16/2016 | Submit for Concurrence | Robyn Dexter | Appraisal Archivist | National Archives and Records Administration - RDTP2: Archives II Processing Section |
| 08/30/2016 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 09/02/2016 | Concur | Laurence Brewer | Director, National Records Management Program | National Archives and Records Administration - National Records Management Program |
| 09/06/2016 | Approve | David Ferriero | Archivist of the United States | Office of the Archivist - Office of the Archivist |