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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-AU-2016-0036

Request for Records Disposition Authority

Records Schedule Number DAA-AU-2016-0036
Schedule Status Returned Without Action

Agency or Establishment Department of the Army
Record Group / Scheduling Group Army Undifferentiated
Records Schedule applies to Agency-wide
Schedule Subject Worldwide Individual Augmentation System (WIAS) Master Files
Internal agency concurrences will be provided Yes

Background Information Army Regulation (AR) 500-5-1, Emergency Employment of Army and Other Resources, Army Mobilization, provides the policy for developing, implementing, exercising, and updating the Army Mobilization Plan. Army mobilization is the process of bringing the Army to a state of readiness for war, contingency, or national emergency. In support of Army Mobilization, the Deputy Chief of Staff, G-3/5/7, manages the Individual Augmentation (IA) Program. The IA program is designed to provide qualified personnel to fill temporary duty positions during contingency operations and/or national emergencies.

Item Count

| Number of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |
|-----------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|
| 0 | 0 | 0 | 1 |

GAO Approval

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Outline of Records Schedule Items for DAA-AU-2016-0036

| Sequence Number | |
|-----------------|---|
| 1 | Worldwide Individual Augmentation System (WIAS) |
| 1.1 | Worldwide Individual Augmentation System (WIAS) Master Files, RN 500-5d/AC RS 900B/Temp Disposition Authority Number: DAA-AU-2016-0036-0001 |

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Records Schedule Items

Sequence Number

1 Worldwide Individual Augmentation System (WIAS)
The purpose of the WIAS is to document Army manning documents and to manage individual augmentation requirements, sourcing, and accountability. WIAS is the primary method for requesting military and civilian augmentation for contingency operations, recurring operations and exercises. WIAS is used to perform all administrative functions with respect to personnel assigned against recorded individual augmentation requirements in the system; for monitoring and processing requests for manpower; performing organizational and manpower reviews; and for processing personnel taskings requested by the Army and required for the individual. WIAS is managed by the Chief, Individual Augmentation Branch, Current Operations Division, Headquarters, Department of the Army, G3/5/7, Army Operations Center.

1.1 Worldwide Individual Augmentation System (WIAS) Master Files, RN 500-5d/
ACRS 900B/Temp

Disposition Authority Number DAA-AU-2016-0036-0001

The master files contain information on all military and government civilian personnel assigned to fill individual augmentation requirements to include name; grade/rank; Social Security Number (SSN)/and or DoD ID number; gender; military occupational skills and/or civilian occupational series; additional skill identifiers; security clearance; current unit of assignment; deployment eligibility; Service component; mobilization date, location, and history; Worldwide Individual Augmentation System (WIAS) control number; portions of the Army manning document from the Joint Operations Manning Document.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

| Manual Citation | Manual Title |
|-----------------|--|
| AR 25-400-2 | The Army Records Information Management System |

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Disposition Instruction

Cutoff Instruction

End of each individual deployment (event)

Retention Period

Destroy 20 years after the end of individual deployment.

Additional Information

GAO Approval

Not Required

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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 |
|------------|-----------------------|---------------------|--------------------|--|
| 07/13/2016 | Return to Submitter | Shirley KinsonJones | Management Analyst | Army - Records Management and Declassification Agency |
| 07/15/2016 | Certify | Shirley KinsonJones | Management Analyst | Army - Records Management and Declassification Agency |
| 09/20/2016 | Return Without Action | Sebastian Welch | Appraiser | National Archives and Records Administration - Records Management Services |

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