

## Request for Records Disposition Authority

Records Schedule Number      DAA-AU-2016-0050  
Schedule Status                Approved  
  
Agency or Establishment        Department of the Army  
Record Group / Scheduling Group    Army Undifferentiated  
Records Schedule applies to        Agency-wide  
Schedule Subject                General Fund Enterprise Business System (GFEBS) Master File  
Internal agency concurrences will be provided      Yes

Background Information            In compliance with Army Regulation 37-49, Army Records Management and Declassification Agency submits the General Fund Enterprise Business System (GFEBS) Master File for disposition.

GFEBS is a resource planning and financial management system. The system integrates finance performance, and cost data with related procurement, acquisition and contract data. Its programs cover budget, payroll, labor, equipment, and project spending.

### 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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-2016-0050

Sequence Number	
1	General Fund Enterprise Business System (GFEBS) RN 37-49-e/ ACRS 1100B/6+
1.1	General Fund Enterprise Business System (GFEBS) Master Files, RN 37-49-e/ ACRS 1100B/6+ Disposition Authority Number: DAA-AU-2016-0050-0002

## Records Schedule Items

Sequence Number	
1	<p><b>General Fund Enterprise Business System (GFEBS) RN 37-49-e/ ACRS 1100B/6+</b> The purpose of GFEBS is to replace more than 80 Army legacy budgeting and accounting systems. The core financial accounting system collects, processes, transmits and reports financial transaction activities across the active Army, Army National Guard, and the Army Reserve. The system users include headquarters, installation operating officials, Army Commands, departmental accounting, and financial centers. Records in the system are programmed budgets, fund authorizations, and budgetary statements. These include but are not limited to general ledger accounts, procurement files, and human resources include soldier and civilian identification and location information. Also included are project financial planning, financial statements, vendor services, disbursing and travel. Input records covered by DAA-GRS-2013-0001-0001 Item 10 for hard copy and analog, and by DAA-GRS-2013-0001-0004 Item 20 for electronic input/source records. Output ad-hoc records are covered by DAA-GRS-2013-0001-0005 Item 30, and output data file records are covered by DAA-GRS-0001-0006 Item 31.</p>
1.1	<p><b>General Fund Enterprise Business System (GFEBS) Master Files, RN 37-49-e/ ACRS 1100B/6+</b></p> <p>Disposition Authority Number      <b>DAA-AU-2016-0050-0002</b></p> <p>The master file data includes but is not limited to following modules: requester/approver; financials; funds management and budget formulation; accounts receivable and reimbursable; spending chain authorizations; purchase requisition; purchase order; commitment; receipt; invoice; vendor master data; cost plan; cost recovery; payroll; labor; human resources master data; manual time tracking; project financials; and equipment and assets master file.</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>Yes</b></p> <p>Do any of the records covered by this item exist as structured electronic data?                            <b>Yes</b></p> <p><b>Disposition Instruction</b></p>

Cutoff Instruction	Event is when the data is superseded or no longer needed for business purposes. Keep until event occurs, then delete 7 years after the event.
Retention Period	Destroy 7 year(s) after data is superseded or no longer needed for business purposes.
Additional Information	
GAO Approval	Not Required

## 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
07/18/2016	Certify	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
01/23/2017	Submit for Concurrence	Robyn Dexter	Appraisal Archivist	National Archives and Records Administration - RDTP2: Archives II Processing Section
01/25/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/25/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/26/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist