

Request for Records Disposition Authority

Records Schedule Number DAA-AU-2016-0051
Schedule Status Approved

Agency or Establishment Department of the Army
Record Group / Scheduling Group Army Undifferentiated
Records Schedule applies to Agency-wide
Schedule Subject Force Development
Internal agency concurrences will be provided Yes

Background Information The functional category for records in this request is governed by AR 71-9, Warfighting Capabilities Determination. ECOP supports situational awareness and common visibility of equipment requests staffed through the chain of command for endorsement, validation and resourcing. The system is used by headquarters staff elements, Army commands, Army service component commands, direct reporting units, and Army Reserves, and National Guard agencies to request mission essential equipment, usually in connection with a named operation. Records in the system date from 2006 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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-2016-0051

Sequence Number	
1	Equipment Common Operating Picture (ECOP) Master File, RN 71-9-a/ACRS 120 0B/6+ Disposition Authority Number: DAA-AU-2016-0051-0001

Records Schedule Items

Sequence Number						
1	<p>Equipment Common Operating Picture (ECOP) Master File, RN 71-9-a/ACRS 1200B/6+</p> <p>Disposition Authority Number DAA-AU-2016-0051-0001</p> <p>Documentation library for validating, endorsing, requesting and sourcing equipment requirements to support mission; includes letter of justification, documentation supporting request, operational needs statements, equipment sourcing documents, and decision memoranda. ECOP also contains a listing of mission essential equipment.</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? No</p>					
	<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> </thead> <tbody> <tr> <td>AR 25-400-2</td> <td>The Army Records Information Management System</td> </tr> </tbody> </table>		Manual Citation	Manual Title	AR 25-400-2	The Army Records Information Management System
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AR 25-400-2	The Army Records Information Management System					
	<p>Disposition Instruction</p> <p>Cutoff Instruction Cutoff at conclusion of named operation or emergency</p> <p>Retention Period Destroy 10 year(s) after Cutoff</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
07/13/2016	Return to Submitter	Shirley Kinson Jones	Management Analyst	Army - Records Management and Declassification Agency
07/18/2016	Certify	Shirley Kinson Jones	Management Analyst	Army - Records Management and Declassification Agency
03/07/2017	Submit for Concurrence	David Weber	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
03/09/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/09/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/10/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist