

## Request for Records Disposition Authority

Records Schedule Number DAA-AU-2016-0055

Schedule Status Approved

Agency or Establishment Department of the Army

Record Group / Scheduling Group Army Undifferentiated

Records Schedule applies to Agency-wide

Schedule Subject Training

Internal agency concurrences will be provided Yes

### Background Information

The functional category for records in this request is governed by AR 350-53, Comprehensive Soldier and Family Fitness Program. The Army Fit system supports the comprehensive soldier and family fitness program. Resilience training education programs provide personal development and self-assessment for military and deployable civilians. Training is voluntary for family members.

Data originates from personnel, healthcare, and training systems. Outputs are screens of information and survey results which are used by analytic groups. Survey results do not become part of the soldier official personal or medical file. The system began collecting information in January 2014.

### 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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-2016-0055

Sequence Number

1

Army Fit Program Master File, RN 350-53-a/ACRS 600E/0-6  
Disposition Authority Number: DAA-AU-2016-0055-0001

## Records Schedule Items

Sequence Number

1

**Army Fit Program Master File, RN 350-53-a/ACRS 600E/0-6**

Disposition Authority Number      **DAA-AU-2016-0055-0001**

The system contain survey completion date and results; soldier identification information such as name, SSN, service number, rank and grade, and date of birth; gender, race, occupation; education level, martial status, home and unit location.

Final Disposition                      **Temporary**

Item Status                              **Active**

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?      **No**

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

**Disposition Instruction**

Cutoff Instruction                      **Cutoff when individual is separated from Army**

Retention Period                        **Destroy 10 year(s) after cutoff**

**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
01/08/2018	Submit for Concurrence	David Weber	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
01/19/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/19/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/23/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist