

Request for Records Disposition Authority

Records Schedule Number DAA-AU-2016-0061
Schedule Status Approved

Agency or Establishment Department of the Army
Record Group / Scheduling Group Army Undifferentiated
Records Schedule applies to Agency-wide
Schedule Subject CID Digital Forensic Standalone Servers Master File
Internal agency concurrences will be provided No

Background Information AR 195-2, CRIMINAL INVESTIGATION ACTIVITIES prescribes the authority for conducting criminal investigations, crime prevention surveys, protective service missions, force protection and antiterrorism efforts and the collection, retention, and dissemination of criminal information. It delineates responsibility and authority between installation law enforcement (LE) activities and the U.S. Army Criminal Investigation Command (USACIDC).

CID Digital Forensic Standalone Servers are used to store contraband, forensic duplicates of digital media, and other data used as evidence in a criminal investigation.

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-2016-0061

Sequence Number	
1	CID Digital Forensic Standalone Servers
1.1	CID Digital Forensic Standalone Servers Master File- RN 195-2s/ACRS 300B/0-
	6
	Disposition Authority Number: DAA-AU-2016-0061-0001

Records Schedule Items

Sequence Number					
1	<p>CID Digital Forensic Standalone Servers CID Digital Forensic Standalone Servers are used to store contraband, forensic duplicates of digital media, and other data used as evidence in a criminal investigation. The systems are located with the CID Fort Campbell, KY (FCBL_KY_CID_01), Fort Hood, TX (FHOD_TX_CID_01), Schofield Barracks, HI (SCOB_HI_CID_01) and Joint Base Lewis McChord, WA (JBLM_WA_CID_01). Information is imported from other electronic sources.. No reports are generated from these servers. The inclusive dates Jan 2010 to present.</p>				
1.1	<p>CID Digital Forensic Standalone Servers Master File- RN 195-2s/ACRS 300B/0-6 Disposition Authority Number DAA-AU-2016-0061-0001</p> <p>Forensic duplicates of digital media, contraband, malware, other data that has been seized as evidence in criminal investigations.</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%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Manual Citation</th> <th style="text-align: left;">Manual Title</th> </tr> </thead> <tbody> <tr> <td>AR 25-400-2</td> <td>The Army Records Information Management System (ARIMS)</td> </tr> </tbody> </table> <p>Disposition Instruction</p> <p>Cutoff Instruction KE1. After the original evidence for the case is finally disposed.</p> <p>Retention Period Destroy 1 year(s) after original evidence for the case is finally disposed</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>	Manual Citation	Manual Title	AR 25-400-2	The Army Records Information Management System (ARIMS)
Manual Citation	Manual Title				
AR 25-400-2	The 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
11/07/2016	Return to Submitter	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
11/14/2016	Certify	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
08/16/2019	Submit for Concurrence	Sebastian Welch	Supervisory Archives Specialist	National Archives and Records Administration - ACR4
08/20/2019	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
08/21/2019	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
08/22/2019	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist