

WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-AU-2016-0071

Request for Records Disposition Authority

Records Schedule Number DAA-AU-2016-0071
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 Reserve Officers' Training Corps
Internal agency concurrences will be provided Yes

Background Information Army Regulation 145-1 prescribes Department of Army policies, responsibilities, and procedures for managing and executing Army participation in the Senior Reserve Officers' Training Program.

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-2016-0071

Sequence Number	
1	Army Cadet Portal (CP-Army) System, RN 145-1-s3/ACRS 600E/6+ Disposition Authority Number: DAA-AU-2016-0071-0001
1.1	Army Cadet Portal System Master Files RN 145-1-s3/ACRS 600E/6+ Disposition Authority Number: DAA-AU-2016-0071-0002

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Records Schedule Items

Sequence Number	
1	<p>Army Cadet Portal (CP-Army) System, RN 145-1-s3/ACRS 600E/6+ Disposition Authority Number: DAA-AU-2016-0071-0001</p> <p>The Army Cadet Portal (CP) is a self-service application that allows cadets to apply for training and language courses on-line. It enables battalion staffs to identify and input university courses for US Army Cadet Command approval and to recommend cadets for attendance. It also enables headquarters staff to track allocations and conduct order of merit for selection. CP includes a Partnership for Youth Success reservation module. Records exist in the system dating from 2011 to present</p>
1.1	<p>Army Cadet Portal System Master Files RN 145-1-s3/ACRS 600E/6+</p> <p>Disposition Authority Number DAA-AU-2016-0071-0002</p> <p>Applicant data including name, place of birth, address, email, social security number, contact information, date of birth; education information including school name, grade, and test result; language information; military information such as deployment regions, scheduling, contract date, physical fitness training and security clearance; and applicant medical condition.</p> <p>Final Disposition Temporary</p> <p>Item Status Withdrawn</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? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? Yes</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cutoff Annually by graduation or cadet leaving the program.</p> <p>Retention Period Destroy 7 year(s) after TE7. Destroy 7 year(s) after graduation or cadet leaves the program.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>

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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
09/08/2016	Certify	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
04/21/2017	Return Without Action	Robyn Dexter	Appraisal Archivist	National Archives and Records Administration - RDTP2

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