

Request for Records Disposition Authority

Records Schedule Number **DAA-AU-2017-0022**
Schedule Status **Approved**

Agency or Establishment **Department of the Army**
Record Group / Scheduling Group **Army Undifferentiated**
Records Schedule applies to **Agency-wide**
Schedule Subject **Mobilization Common Operating Picture (MOBCOP) System Master File/RN 500-5e/ACRS 900 (TEMP)**

Internal agency concurrences will be provided **No**

Background Information **AR 500-5, Army Mobilization, provides policy for developing, implementing, exercising, and updating the Army Mobilization Plan (AMP). The MOBCOP is maintained by the Deputy Chief of Staff, G-3/5/7, Pentagon. The primary purpose of the system is used to process personnel actions. The MOBCOP contains PII.**

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-2017-0022

Sequence Number	
1	Mobilization Common Operating Picture (MOBCOP) System Master File/RN 500-5e/ACRS 900 (TEMP)
1.1	Mobilization Common Operating Picture (MOBCOP) System Master File/RN 500-5e/ACRS 900 (TEMP) Disposition Authority Number: DAA-AU-2017-0022-0001

Records Schedule Items

Sequence Number	
1	<p>Mobilization Common Operating Picture (MOBCOP) System Master File/RN 500-5e/ACRS 900 (TEMP)</p> <p>Mobilization Common Operating Picture (MOBCOP) is an Army-wide (CONUS/ OCONUS) web-based website URL at: https://mobcop.army.smil.mil. The MOBCOP operates as a family of applications existing on the SIPRNET (MOBCOP) and the NIPRNET (MOBCOP-U) to provide access through fully integrated interfaces to data on Active, Reserve, deployed Soldiers, DoD civilians, and DoD contractor information. The MOBCOP suite enables the Army to implement its Title 10 responsibilities in support of the combatant commander's operational requirement. The MOBCOP is used to identify, source, approve and generate orders for Active Component, Army National Guard, Army Reserves units and Soldiers in support of all military operations. The following web-based systems are included in the MOBCOP Enterprise Suite: Mobilization Deployment Information System (MDIS) – the Army's authoritative source for force mobilization, deployment and rotation information. MIDS integrates combatant command Army force requirements with Army headquarters sourcing, assignments, execution/mobilization orders, unit readiness information, unit rotation history and official messaging traffic. MOBCOP Messaging System (MMS) - the official message reader that catalogs inbound and outbound Automatic Digital Network (AUTODIN) and Defense Messaging System (DMS) messages relating to unit mobilization. Overseas Contingency Operations Individual (OCO-IND) – individual orders production system that produces mobilization and deployment orders for individuals assigned to contingency operations active duty operational support. Overseas Contingency Operations – Temporary Change of Station (OCO-TCS) – is used to create and publish individual reserve soldier's temporary change of station orders based on mission training requirements and duty location that supports OCO. Tour of Duty (TOD) – consolidates the requirement for active duty positions, provides a mission-aligned requirement, job opening announcement venue and candidate screening capability. The TOD enables a soldier to search for active duty tours and initiate the volunteer process for available tours that match their skills and desire to serve. Department of the Army Mobilization Processing System (DAMPS) – provides the workflow business process for alert, notification and mobilization orders for Army Reserve and Army National Guard units, and for individual orders to active duty. Data originates from MDIS, DRRS-A and ITAPS. Department of the Army Mobilization Processing System – Unclassified (DAMPS-U) – automates the First Army orders production system. DAMPS-U directs mobilized units to report to assigned mobilization stations. Input: Source input is directly via keyed into the system. New data originates from the Joint Capabilities Requirements Manager (JCRM), Integrated Total Army Personnel Database (ITAP), and the Defense Readiness Reporting System – Army (DRRS-A). Input records covered by DAA-GRS-2013-0001-0001 Item 10 for hard copy</p>

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and analog, and by DAA-GRS-2013-0001-0004 Item 20 for electronic input/source records. Output: Reports, printouts, charts, screens of information, and electronic files used for other purposes. Output records ad-hoc records are covered by DAA-GRS-2013-0001-0005 Item 30, and output data file records are covered by DA-GRS-0001-0006 Item 31. System Documentation: System documentation as defined in DA-GRS-2013-0005-0003 is covered by Item 51.

Mobilization Common Operating Picture (MOBCOP) System Master File/RN 500-5e/ACRS 900 (TEMP)

Disposition Authority Number **DAA-AU-2017-0022-0001**

Information is extracted from official personnel files and Manpower Authorization files, including name; grade/rank; Social Security Number (SSN); DoD ID Number; gender; Military Occupational Skills and/or Civilian Occupational Series; additional Skill Identifiers; security clearance; current unit of assignment; deployment eligibility; Service Component; mobilization date; mobilization location; mobilization history of unit and billet assignment.

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
25-400-2	The Army Records Information Management System (ARIMS)

Disposition Instruction

Cutoff Instruction **When no longer needed for conducting business.**

Transfer to Inactive Storage **Upon cutoff transfer to the Army Electronic Archives (AEA).**

Retention Period **Destroy 25 year(s) after cutoff or when the record is 25 years old occurs, whichever is sooner**

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
08/30/2017	Certify	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
04/11/2018	Return for Revision	Robyn Dexter	Appraisal Archivist	National Archives and Records Administration - RDTP2
04/17/2018	Submit For Certification	Sheila Brown	Management Analyst	RMDA - RMD
04/17/2018	Return to Submitter	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
04/17/2018	Submit For Certification	Sheila Brown	Management Analyst	RMDA - RMD
04/17/2018	Certify	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
03/08/2022	Submit for Concurrence	David Weber	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
03/09/2022	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/11/2022	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
03/14/2022	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist