

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See instruction on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		JOB NUMBER <i>NI-AU-03-2</i>	
1 FROM (Agency or establishment) U S ARMY		DATE RECEIVED <i>11-13-2002</i>	
2 MAJOR SUBDIVISION U S TOTAL ARMY PERSONNEL COMMAND		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION RECORDS MANAGEMENT PROGRAM DIVISION		In accordance with the provisions of 44 U S C 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
4 NAME OF PERSON WITH WHOM TO CONFER  Patricia R Martin	5 TELEPHONE  (703) 806-3171	DATE <i>4-3-03</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
6 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 on the attached _____ pages(s) are not now needed for the business of the agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provision of Title 8 of the GAO Manual for Guidance of Federal Agencies,  <input checked="" type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested.			
DATE <i>4 Nov 02</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> HOWARD N GREENHALGH	TITLE DIRECTOR, RECORDS MANAGEMENT DIVISION	
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p><b>GROUPS OPERATIONAL PASSENGER (GOPAX) REPORTS</b></p> <p>Background Information GOPAX supports the Mobility Control Center (MCC), United States Transportation Command (USTRANSCOM), Directorate of Operations, Headquarters Military Traffic Management Command (HQMTMC), and United States Army Material Command (AMC) in the arrangement and procurement of transportation support for DoD group passengers GOPAX supports peacetime and wartime operational mission of arranging multimode group/unit transportation to accomplish movement of DoD sponsored personnel GOPAX is governed by Defense Traffic Management Regulation 4500 9 Transportation and Management and NAVSUPINST 4600 70, Transportation GOPAX provides in transit visibility GOPAX is a Web Based system GOPAX is a procurement acquisition business process for the Installation Transportation Offices (ITOs) and commercial carriers across the country. Requests for service from installations throughout CONUS are posted so that MCC, AMC and MTMC can view the requirements Requests for service and offers of service are communicated between MTMC and the carriers/associations Once all offers are received, evaluation takes place, and services are identified, awards and routing information are posted on the web for review by both the carriers and the ITOs After the award is made to the carrier, routing instructions are then posted on the web for viewing by ITO's The movement information is used for monthly management reports as well as various inquiry reports These reports contain Requests for Service from 170 installation transportation offices and 160 commercial carriers located across the country</p>		

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	<p>The proposed disposition instructions apply to records in all media and format.</p> <p>Source of data for the system Information used to populate the GOPAX is gathered from responses received on the World Wide Web and is scheduled under file number (FN) 25-1kkk Note Use 25-1kkk for source/input records, 25-1lll for system administrative reports, 25-1mmm for system documentation and specifications, and 25-1nnn for backups</p>		
1	<p>FN 55-355PERw            Title Groups Operational Passenger (GOPAX) Master file            Authority TBD            Privacy Act Not applicable            Description GOPAX is a procurement/acquisition business process data base for the Installation Transportation Offices (ITOs) and commercial carriers across the country GOPAX Data Base contains request from installations/carriers throughout CONUS via the Internet Information contained in the data base supports the receipt and processing of group (DoD personnel) movement requests and associated offers of service from the carrier industry These requirements are dead lined and posted to the web data base for the carriers to bid. All offers are received and a evaluation takes place and service is identified Once an award is made to the carrier, routing instructions are then posted on the web for viewing by the ITO's            Disposition Code TE10 Event is the completion of procurement/acquisition business process Keep until no longer need for conducting procurement /acquisition business process, then transfer to AEA The AEA will destroy the record when the record is 10 years old.</p>		
2	<p>FN 55-355PERx            Title: GOPAX Reports            Authority: TBD            Privacy Act Not applicable            Description: The Groups Operational Passenger (GOPAX) reports contains information on procurements and operational transportation The reports also contains movement of groups/units which are DoD sponsored personnel under commercial carrier agreements These reports consist of Requests for Service from installation transportation offices and commercial carriers located across the country These monthly management and inquiry reports contain statistical information to include Impedimenta information, Scheduled Offer information, Charter Offer information, Number of passengers and Charter Coach Certificate Information</p> <p>Disposition Code TE10 Event After cancellation or supersession of the commerical carrier agreements Keep until event occurs and then until no longer needed for conducting business, then retire to AEA The AEA will destroy the record 10 years after the event</p>		