

Request for Records Disposition Authority	
(See Instructions on reverse)	
To National Archives and Records Administration (NIR) Washington, DC 20408	
1 From (Agency or establishment)	US ARMY
2 Major Subdivision	OFFICE OF THE ADMINISTRATIVE ASST TO THE SECY OF
3 Minor Subdivision	US ARMY RECORDS MANAGEMENT & DECLASSIFICATION AG
4 Name of Person with whom to confer	5 Telephone (include area code)
SHIRLEY KINSON-JONES	703-428-6411

Leave Blank (NARA Use Only)	
Job Number	NI-AU-08-1
Date Received	3/3/08
Notification to Agency	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
Date	Archivist of the United States
5/30/07	<i>Alta D. ...</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 _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies

is not required is attached has been requested

Signature of Agency Representative <i>Shirley Kinson-Jones</i>	Title CHIEF, RECORDS MANAGEMENT DIVISION	Date (mm/dd/yyyy) 02/27/08
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7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
1	<p style="text-align: center;">ARMY COMMAND POLICY AR 600-20</p> <p>Background: This regulation prescribes the policy and responsibility of command, which include the well-being of the force, military and personal discipline and conduct, the Army Equal Opportunity Program, prevention of sexual harassment, and the Army Sexual Assault Prevention and Response Program (SAPR). The Sexual Assault Data Management System (SADMS) complements the SAPR Program by facilitating an integrated approach to case management, data analysis, and program assessment.</p> <p>SADMS system administrative reports are scheduled under RN 25-1111, systems backups under RN 25-11nn, system specifications and documentation under RN 25-1mmm, and input/source documents under RN 25-1kkk.</p> <p>RN 600-20g Title: Sexual Assault Data Management System (SADMS) Master File Authority: TBD PA: TBD Description: Documents includes information on both victims and offenders of sexual assault, to include name, social security number, rank, status, date of birth, Service, unit of assignment. Data on the incident such as time, date and location of occurrence, time and date of notification to law enforcement and command,</p>		

12 copies sent to agency & NWRM

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
2	<p>whether the report is restricted or unrestricted, non-Health Insurance Portability and Accountability Act information on services provided to the victim, such as medical, counseling, and advocacy It includes disposition information on the offender such as whether action was taken and type of action taken such as court martial, non-judicial punishment, and the results of such action, such as confinement, reduction in rank, discharge</p> <p>Disposition T60 Keep in CFA until no longer needed for conducting business, then retire to the RHA/AEA The RHA/AEA will destroy record when the record is 60 years old</p> <p>RN 600-20h Title Sexual Assault Data Management System (SADMS) Standard Reports Authority TBD PA TBD Description Monthly CENTCOM reports, and quarterly reports to the EOH and DOD that contain sexual assault data to include number of reports for the given time period (restricted and unrestricted), aggregate demographic data on victims (gender, age, and rank), aggregate demographic data on subjects (gender, age, and rank), aggregate data on incidents (on/off post, length of time between occurrence and making report, number of completed investigations), and aggregate data on dispositions for subjects (action taken, no action taken and type of action such as court-martial, non-judicial punishment, etc)</p> <p>Disposition TE5 Event is after data has been archived Keep in CFA until event occurs and then until no longer needed for conducting business, then retire to RHA/AEA The RHA/AEA will destroy the record 5 years after the event</p>		
3	<p>RN 600-20i Title Sexual Assault Data Management System (SADMS) Annual Report Authority TBD PA TBD Description Sexual assault data to include number of reports for the given time period (restricted and</p>		

	<p>Unrestricted), aggregate demographic data on victims (gender, age, and rank), aggregate demographic data on subjects (gender, age, and rank), aggregate data on incidents (on/off post, length of time between occurrence and making report, number of completed investigations), and aggregate data on dispositions for subjects (action taken, no action taken and type of action such as court-martial, non-judicial punishment, etc) and will contains specific data for each disposition in a sexual assault case The specific data includes rank and gender of offender, rank and gender of victim, and the type of action taken against the offender, such as court-martial, non-judicial punishment, etc, and the results of that action taken, such as discharge, reduction in rank, confinement</p> <p>Disposition PERMANENT TEP Event is upon approval of the report Keep in the CFA until event occurs and when no longer needed for conducting business, then retire to RHA/AEA The AEA will transfer the record to NARA when it is 10 years old</p>		
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