

Request for Records Disposition Authority	
(See Instructions on reverse)	
To National Archives and Records Administration (NIR) Washington, DC 20408	
1 From (Agency or establishment)	Department of the Army
2 Major Subdivision	Office of the Administrative Assistant to the Secretary of the Army
3 Minor Subdivision	Records Management and Declassification Agency
4 Name of Person with whom to confer	5 Telephone (include area code)
Brenda Fletcher	703-428-6298

Leave Blank (NARA Use Only)	
Job Number	NI-AU-09-12
Date Received	3/12/09
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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
8/20/09	Adrienne Thomas

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 1 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>Domenic G. Balbin</i>	Title Dominic Baldini, Chief, Records Management Division	Date (mm/dd/yyyy) 03/09/2009
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7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)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>Benning Automated Training Scheduling System – BATSS AR 350-1</p> <p>Background. BATSS performs scheduling of multiple resources for training events and is used to plan and manage requirements such as transportation and ammunition. The end-users are typically schedulers, approvers and administrators in the operations division of the US Army Infantry Center who develop and coordinate schedules, lessons, classes and assign resources. Once the training event has taken place, records are marked as "inactive" in the database. System contains records from October 2004 to present.</p> <p>Title Benning Automated Training Scheduling System (BATSS) Master File Authority. TBD PA: TBD</p> <p>Description The system contains lists of resources (ranges, ammunition, rifles, buses, and transportation, classrooms and similar resources), table of classes, lessons, templates and user data such as user ID, email address and telephone number. The outputs of the BATSS system are class schedules with associated requirements. Outputs are transferred to the Maintenance Inventory Tracking System (MITS).</p> <p>Disposition KN. Keep until no longer needed for conducting business, but not longer than 5 years, then delete.</p>		