

<b>Request for Record Disposition Authority</b> (See Instructions on reverse)	
To <b>National Archives and Records Administration (NIR)</b> <b>Washington, DC 20408</b>	
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)
Shirley Kinson-Jones	703-428-6411

<b>Leave Blank (NARA Use Only)</b>	
Job Number	NI-A4-09-38
Date Received	9/3/09
<b>Notification to Agency</b> 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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
10th 2009	

**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 3 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	Title	Date (mm/dd/yyyy)
	Richard A. Wojewoda, Chief, Records Management Division	1 SEP 2009

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	<p align="center"><b>Material Requirements</b> AR 71-9</p> <p>Background CAMS is a database driven knowledge management system that organizes and coordinates Joint Capabilities Integration and Development System (JCIDS) documents for the Army and other service documents. It is a web-based platform for subject matter experts to provide and return comments for documents staffed to their organization. CAMS aids in JCIDS document creation, submission, and commenting processes for validation by Army Requirements Oversight Council (AROC). CAMS tracks the progress of JCIDS documents and allows users to view document information and monitor documents and allows user to view document information progress until submission to the Joint Staff and back again for approval. To accomplish this level of effort, CAMS successfully coordinate JCIDS documents and comments with numerous users and organizations across the Army Staff. CAMS user base include approximately 306 accounts. The existence of CAMS affords the customer a method of having up to date status information reflected in an automated document register, precluding the need for the maintenance of manual resources and hardcopy input and providing insight into crucial project management tasks. Through this collaborative effort CAMS increases collaboration of capabilities documents, reducing the duplication of effort involved in analysis and fielding of system programs. The presciring directive for CAMS is AR 71-9, Material Requirements. Governing publications include Chairman of the Joint Chiefs of Staff Manual (CJCSM) 3170 01C, Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 3170 01D. The proponent is G3/5/7.</p>		

Sourcing Documents that are created within the ECOP system as well as all supporting documentation. ~~ECOP contains all ONS and ESD documents created from September 2006 to present~~ The primary controller is the ONS and ESD document number which includes the type of request (ONS/ESD), submitter of document, Requirements Staff Officer (RSO) assigned to work the ONS, Systems Synchronization Officer (SSO), sourcing solutions, submitting unit, quantity endorsed, quantity vetoed, staffing stage (chain of command), documents status, item and quantity requested  
Disposition PERMANENT TP Keep until no longer needed for conducting business then retire to AEA The AEA will transfer to the National Archives when the record is 25 years old

*See attached*

~~RN. 71-9e *CAMS and EOP* <sup>for</sup> *ECOP*~~  
Title: System Documentation and Specifications Files

Authority TBD

PA NA

Description: Specifications, documentation, user guides and manuals on hardware, network, operating system, and application software, database specifications, codebooks, and record layouts, final reports relating to a master file or database that has been authorized for destruction by the GRS or a NARA-approved disposition schedule

Disposition: PERMANENT TP Keep until no longer needed for conducting business then retire to AEA The AEA will transfer to the National Archives when the record is 25 years old

*GRS 20, item 11(2)  
3/2/10 *[Signature]**

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	<p><del>Note: Use record number (RN) 25-1kkk for source/input records, RN 25-111 for automated system administrative reports, and RN 25-1nnn for backup files</del></p> <p>RN 71-9a                      Title Capabilities and (AROC) Management System (CAMS) Masterfile                      Authority: TBD                      PA NA                      Description. All JCIDS documents, i e , ICD, CDD, CPD, AROC Briefings, Sponsor memorandums, other supporting documentation, contains all JCIDS documents created from December 2005 to present One database record is created for each JCIDS document The primary key is the CAMS control number and include the title of document, type of document, submitter of document, Requirement Staff Officer assigned to work the document, organization, staffing stage (phase), document status, and action required for the document.                      Disposition: PERMANENT TP Keep until no longer needed for conducting business then retire to AEA The AEA will transfer to the National Archives when the record is 25 years old</p> <p>Background: The Equipment Common Operating Picture (ECOP) is a SIPRNET web application that allows processing of the ONS from unit request, through endorsement by the chain of command, to HQDA for validation and sourcing. ECOP checks the endorsement, validation and sourcing status of an ONS or ESD at any time using SIPRNET, receives automatic notification of sourcing solutions upon AR2B approval, read detailed execution instructions in the G4 Library, receive automatic notification of shipping status of equipment to requesting units, all actions remain open until unit confirms receipt of equipment in ECOP.</p>	<p><i>See attached</i></p> <p><i>3/30/2011 Changed per Ro's request. See email dated 3/30/2011</i></p>	<p><i>En</i></p>
2	<p><del>RN 71-9b                      Title Equipment Common Operating Picture (ECOP) System Masterfile                      Authority TBD                      PA TBD                      Description All Operational Needs Statements and Equipment</del></p>		

REQUEST FOR RECORDS DISPOSITION-CONTINUATION	Job Number	Page
		of

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p>Note Use record number (RN) 25-1kkk for source/input records, RN 25-111 for automated system administrative reports, and RN 25-1nnn for backup files</p> <p>RN 71-9a  Title Capabilities and (AROC) Management System (CAMS) Masterfile  Authority TBD  Privacy Act NA  Description All JCIDS documents, i e , ICD, CDD,CPD, AROC briefings, sponsor memorandums, other supporting documentation, contains all JCIDS documents created from December 2005 to present One database record is created for each JCIDS document The primary key is the CAMS control number and include the title of document, type of document, submitter of document, requirement staff officer (RSO) assigned to work the document, organization, staffing stage (phase), document status, and action required for the document</p> <p>Disposition PERMANENT Transfer a snapshot of the CAMS Master File to the AEA annually at the end of the fiscal year The AEA will transfer a snapshot of CAMS to the NARA one year after the signature of the Archivist of the United States in accordance with the current Code of Federal Regulations Thereafter, the AEA will transfer a snapshot of CAMS to NARA every two years</p> <p>Background The Equipment Common Operating Picture (ECOP) is a SIPRNET web application that allows processing of the ONS from unit request, through endorsement by the chain of command, to HQDA for validation and sourcing ECOP checks the endorsement, validation and sourcing status of an operational needs Statement (ONS) or Equipment Sourcing Document (ESD) at any time using SIPRNET, receives automatic notification of sourcing solutions in the G4 library, receives automatic notification of sourcing solutions upon AR2B approval, read detailed execution instructions in the G4 library, receive automatic notification of shipping status of equipment to requesting units, all actions remain</p>		

open until unit confirms receipt of equipment in ECOP  
 RN 71-9b  
 Title Equipment Common Operating Picture (ECOP)  
 System Masterfile  
 Authority TBD  
 PA TBD  
 Description All operational needs statements (ONS) and  
 equipment sourcing documents (EDS) that are created  
 within the ECOP system as well as all supporting  
 documentation ECOP contains all ONS and ESD  
 documents created from September 2006 to present The  
 primary controller is the ONS and ESD document number  
 which includes the type of request (ONS/ESD), submitter  
 of document, requirements staff officer (RSO) assigned to  
 work the ONS, systems synchronization officer (SSO),  
 sourcing solutions, submitting unit, quantity endorsed,  
 quantity vetoed, staffing stage (chain of command),  
 documents status, item and quantity requested

Disposition PERMANENT Transfer a snapshot of  
 the ECOPS Master File to the AEA annually at the end of  
 the fiscal year The AEA will transfer a snapshot  
 of ECOPS to the NARA one year after the signature of the  
 Archivist of the United States in accordance with the  
 current Code of Federal Regulations Thereafter, the AEA  
 will transfer a snap shot of ECOPS to NARA every two  
 years

~~RN 71-9e  
 Title CAMS and ECOP System Documentation and  
 Specification Files  
 Authority  
 PA NA  
 Description Specifications, documentation, user guides  
 and manuals on hardware, network, operating system,  
 and application software, database specifications,  
 codebooks, and record layouts, final reports relating to a  
 master file or database that has been authorized for  
 destruction by the GRS or a NARA-approved disposition  
 schedule~~

Disposition PERMANENT TP Keep until no longer  
 needed for conducting business then retire to the AEA  
 The AEA will transfer to the National Archives when the  
 record is 25 years old

*BLS 20, item 11(c)  
 3/2/10 ER*