

# Request for Record Disposition Authority

(See Inst on reverse)

Leave Blank (NARA Use Only)

To National Archives and Records Administration (NIR)  
Washington, DC 20408

Number

N1-AU-10-41

1 From (Agency or establishment)  
Department of the Army

Date Received

2 Major Subdivision  
Office of the Administrative Assistant to the Secretary of the Army

**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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

3 Minor Subdivision  
Records Management and Declassification Agency

4 Name of Person with whom to confer  
Brenda Fletcher

5 Telephone (include area code)  
703-428-6298

Date  
6 July 2010

Archivist of the United States  
*[Signature]*

**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

Title  
Richard A. Wojewoda, Chief, Records Mgmt Division

Date (mm/dd/yyyy)  
07/15/2010

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	<p>350 - Training</p> <p>Background This system supports the technical training program for the US Army Corps of Engineers. Information from this system is used to update the student training history record in the Army Training Requirements and Resources System (ATRRS) (N1-AU-94-17), the Army permanent training history records</p> <p>RN 350-1xx Title Training Management Information System (TMIS) Master File Authority TBD PA TBD</p> <p><del>Description The system contains course catalog, student registration and enrollment reports, student records and transcripts, tuition history, course evaluations, class schedules and rosters, and training reports</del></p> <p><del>Disposition K6 - Keep until record is 6 years old, then destroy KEG - Event is update of the student training record in ATRRS. TW 6/23/10</del></p> <p>Note Use record number (RN) 25-1kkk for source input records, RN 25-1lll for automated system administrative outputs and reports, RN 25-1mmm for automated system documentation and specification files, and RN-1nnn for backup files</p> <p style="text-align: center;"><i>See Attachment</i></p>		<p>6/23/10 Change per Brenda Fletcher request. See email dated on 6/23/10. T.W.</p>

Description The system contains course catalog, student registration and enrollment reports, student records and transcripts, tuition history, course evaluations, class schedules and rosters, and training reports.

Disposition. KE6 – Event is update of the student training history record in the Army Training Requirement & Resources System (ATRRS). Keep in CFA until event occurs, then destroy 6 years after the event.