

# Request for Record Disposition Authority

(See Instructions on reverse)

Leave Blank (NARA Use Only)

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

1 From (Agency or establishment)  
Department of the Army

2 Major Sub-division  
Office of the Administrative Assistant to the Secretary of the Army

3 Minor Sub-division  
Records Management and Declassification Agency

4 Name of Person with whom to confer  
Shirley Kinson-Jones

5 Telephone (include area code)  
703-428-6411

Number  
**NI-AU-10-825**

Date Received  
**7/1/10**

**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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 **19 June 12** 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 \_\_\_\_\_ 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 *[Signature]* Title **Richard A. Wojewoda, Chief, Records Management Division** Date (mm/dd/yyyy) **3 JUN 2010**

Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	<p style="text-align: center;"><del>MILITARY MORALE, WELFARE, AND RECREATION PROGRAMS AND NONAPPROPRIATED FUND INSTRUMENTALITIES (*RAR 002, 03/28/2010)</del> AR 215-1 <i>TW</i></p> <p>RN 215-1mm <b>Army OneSource www.MYARMYONESOURCE.COM</b> Title <del>Personal Development System (PDS) Master File</del> <i>TW</i> Authority TBD PA TBD</p> <p>Description System contains Family-based program information in the form of static pages, life skills databases (static content), computer based trainings (static content), documents retrieved via download (static content), images, etc. Contains website traffic, training records, and program-based content since 2005 <b>SEE attached</b></p> <p>Disposition <del>KEN Event is when superseded or obsolete. Keep until event occurs and then until no longer needed for conducting business, but not longer than 6 years after the event, then delete.</del> <i>TW</i></p> <p>Note Use record number (RN) 25-1kkk for source/input records, RN 25-1lll for automated system administrative reports, RN 25-1mmm for system documentation, and RN 25-1nnn for backup files <i>TW</i></p> <p>Please see attached for additional information</p> <p style="text-align: center;"><b>SEE attached</b></p>		<p><i>CHANGE PER R.O. REQUEST. SEE EMAIL DATED 4/20/12.</i> <i>TW</i></p>

**RN** 215-1mm

**Title:** My Army One Source

**Url** <http://www.myarmyonesource.com/default.aspx>

**Authority:** TBD

**PA:**

**Web Content** Files relating to family-based program information, life skills information, computer based training, website traffic information, and training course progress tracking

**Disposition:** KEN Event is when superseded or obsolete Keep until no longer needed for conducting business, but not longer than 6 years, then delete

**Web Site Management Files** Including records relating to site maps, web usage, web design, copy righted materials, and software applications

**Disposition** KEN Event is when the related content record is deleted Keep until no longer needed for conducting business, but not longer than 6 years, then delete