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

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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

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 ____2____ 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

X	is not required	☐ is attached	☐ has been requested

Signature of Agency Representative	Title	Date (mm/dd/yyyy)
	Richard A Wojewoda, Chief, Records Mgmt Division	10/12/2010

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	AR 1-1 Planning, Programming, Budgeting, And Execution Administration (w, see email dated 3/29/12)		

The Program Optimization and Budget Evaluation (PROBE) system is maintained by the Program Analysis and Evaluation Directorate (PAED), Assistant Secretary of the Army, Financial Management and Comptroller (FM&C) The PAED manages the budget submission phase of the planning process

Background PROBE is the Army planning, programming, budgeting and execution system It is the authoritative source for program budget guidance It supports program development, budget preparation, and execution of the approved program, at all levels, by both headquarters and field organizations

Appropriation and manpower sponsors furnish direct input into the system Input includes investment plans for research and development, test and evaluation, military construction, and family housing Input also include procurement and operations and maintenance for force readiness, mobilization, training and recruiting, administration and support activities, and manpower

The system gathers and organizes programming and resource data submitted by Army commands and separate activities, describing the capability of the total Army – Active, Guard, and Reserve, and accounting for all Army resources Information submitted by PROBE initializes the budget review process

RN 1-1s
Title Program Optimization and Budget Evaluation (Probe) Master File
Authority TBD
PA TBD

Description Information in the system reflects budget estimates resulting from command plans, schedules, justification, and management decision packages, final Army resource decisions, apportionment and allotment records, and manpower authorizations and obligations

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	Disposition· TE 20 Event is after close of the fiscal year. Keep until event occurs and then until no longer need for conducting business, then retire to the AEA. The AEA will delete the record 20 years after the event 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		