**ORGANIZATION AND FUNCTIONS OF NATIONAL GUARD BUREAU**

**AR 130-5**

**Background** This regulation prescribes the major functions and organization of the National Guard Bureau (NGB) as a Joint Bureau of the Department of the Army and the Department of the Air Force. The ARMMIS online system provides the National Guard Aviation facilities and Aviation Classification and Repair Depot (AVCRAD) with an automated solution that handles Supply, Finance, Maintenance, Man Hour Accountability and Reports on the Maintenance and Repair of Aircraft. The system is available and used only within NGB. The electronic record archives are stored and managed at Letterkenney Army Depot, Chambersburg, PA.

Inputs for the system consist of budget data, aircraft maintenance data, supply data and time and attendance data. Budget data is electronically archived for three fiscal years then destroyed. Physical outputs include Supply, Maintenance, budget and Man Hour Reports daily.

**Note** Use record number (RN) 25-1kkk for source/input records, RN 25-111 for automated system administrative reports, RN 25-1mmm for system documentation, and RN 25-1nnn for backup files.

**RN 130-5b**

**Title** Aviation Roundout Maintenance Management System (ARMMIS) Master File Authority TBD

**PA** TBD

**Description** This system contains National Guard Bureau - Aviation Safety (NGB-AVS) Budget, Supply, Maintenance and Time and Attendance data records.

**Disposition** KE3 Event is end of fiscal year. Keep until event occurs, then delete 3 years after the event.