

Request for Records Disposition Authority

Records Schedule Number **DAA-0127-2013-0004**
Schedule Status **Returned Without Action**

Agency or Establishment **Department of the Navy**
Record Group / Scheduling Group **Records of the U S Marine Corps**
Records Schedule applies to **Agency-wide**
Schedule Subject **Automated Set Assembly (ASA)**
Internal agency concurrences will be provided **Yes**

Background Information **This is a Marine Corps Electronic Information System (EIS) currently listed within the DON Application and Database Management System and DoD IT Portfolio Repository (DADMS-DITPR-DON)**

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	3

GAO Approval

WITHDRAWN

Outline of Records Schedule Items for DAA-0127-2013-0004

Sequence Number	
1	Automated Set Assembly (ASA)
1 1	MASTER FILES Disposition Authority Number. DAA-0127-2013-0004-0002
1 2	SYSTEM INPUT RECORDS Disposition Authority Number DAA-0127-2013-0004-0003
1 3	SYSTEM OUTPUT RECORDS Disposition Authority Number DAA-0127-2013-0004-0004

Records Schedule Items

Sequence Number					
1	<p>Automated Set Assembly (ASA) ASA provides a means of accounting for SL/3 assemblies for Principle End Items It provides visibility and accountability of assets used in the assembly/disassembly of collection type items as well as upgrades to issue The purpose of the ASA is to provide Fleet Support Divisions, Marine Corps Logistics Bases, and Iraq with an automated supply application with on-line real time capabilities that provides the supply functions such as issuing assets, file maintenance, report generation, gains and losses, history reports, receipts, and asset visibility for all Marine Corps stocks in support of the end item component, with Collateral Equipment, Using Unit Responsible Items(UURI), and System Support Responsible Items (SSRI) ASA also supports the wholesale levels of Marine Corps supply ASA is a menu driven supply application in support of Fleet Support Division distribution functions Historical data tapes, arms, ammunition, and explosives (AA&E) inventories</p>				
1 1	<p>MASTER FILES</p> <p>Disposition Authority Number DAA-0127-2013-0004-0002</p> <p>Historical data tapes, arms, ammunition, and explosives (AA&E) inventories</p> <p>Final Disposition Temporary</p> <p>Item Status Withdrawn</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? Yes</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> </thead> <tbody> <tr> <td>SSIC 4440.1a(b)</td> <td>INVENTORY CONTROL RECORDS</td> </tr> </tbody> </table> <p>Disposition Instruction</p> <p>Cutoff Instruction Destroy 2 years from date of list (GRS 3 9a)</p> <p>Retention Period Destroy arms, ammunition, and explosives (AA&E) inventories after 3 years (N1-NU03-2) All other records Destroy 2 years from date of list (GRS</p> <p>Additional Information</p>	Manual Citation	Manual Title	SSIC 4440.1a(b)	INVENTORY CONTROL RECORDS
Manual Citation	Manual Title				
SSIC 4440.1a(b)	INVENTORY CONTROL RECORDS				

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GAO Approval Not Required

SYSTEM INPUT RECORDS

Disposition Authority Number DAA-0127-2013-0004-0003

Data entry, scanned hard copy, etc

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

Manual Citation	Manual Title
SSIC 4440 1a(b)	INVENTORY CONTROL RECORDS

Disposition Instruction

Cutoff Instruction Temporary: Apply GRS20-4 Destroy 4 Years (N1-GRS-95-2,4)

Retention Period Destroy immediately after 4 years

Additional Information

GAO Approval Not Required

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SYSTEM OUTPUT RECORDS

Disposition Authority Number DAA-0127-2013-0004-0004

History reports, other reports generated

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

Manual Citation	Manual Title
SSIC 4440.1a(b)	INVENTORY CONTROL RECORDS

Disposition Instruction

Cutoff Instruction Temporary Apply GRS20-4 Destroy after 4 Years
(N1-GRS-95- 2,4)

Retention Period Destroy immediately after 4 years

Additional Information

GAO Approval Not Required

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified

Signatory Information

Date	Action	By	Title	Organization
11/05/2012	Certify	Matthew Staden	Department of the Navy	Sec Nav/DON/AA - Record Report and Directives Management Division
05/07/2013	Return Without Action	Steven Rhodes	Appraiser	National Archives and Records Administration - Records Management Services