

## Request for Records Disposition Authority

Records Schedule Number           DAA-0127-2015-0004

Schedule Status                     Approved

  

Agency or Establishment           Department of the Navy

Record Group / Scheduling Group   Records of the U.S. Marine Corps

Records Schedule applies to       Major Subdivision

Major Subdivision                  Business Division

Minor Subdivision                  Information Technology Branch

Schedule Subject                    SSIC 4000-4999 Logistics Records  
   Maintenance Center Production Application System (MCPAS)

Internal agency concurrences will  
 be provided                         Yes

Background Information            Maintenance Center Production Application System (MCPAS) was developed to provide Financial, Material and Safety reports along with the ability to track Individual Qualification (Non-PII). Marine Depot Maintenance Command (MDMC) was not able to locate a reporting system within the Marine Corps that would be able to customize the reports due to the unique requirements. MCPAS is a reports based website for all of the MDMC production applications. MCPAS utilizes a centralized database which provides a consolidated location for data management from the MDMC systems (Industrial Logistics Support Management Information System (ILSMIS), Defense Industrial Financial Management System (DIFMS), Maintenance Center Productivity and Labor Management System (McPALMS), MRPII/Networks Make To Order (MTO), etc.)

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	0	2	0

### GAO Approval

## Outline of Records Schedule Items for DAA-0127-2015-0004

Sequence Number	
1	<b>Maintenance Center Production Application System (MCPAS)</b>
1.1	<b>MASTER FILES</b> Disposition Authority Number: DAA-0127-2015-0004-0002
1.2	<b>OUTPUT FILES</b> Disposition Authority Number: DAA-0127-2015-0004-0004

## Records Schedule Items

Sequence Number	
1	<p><b>Maintenance Center Production Application System (MCPAS)</b> Maintenance Center Production Application System (MCPAS) was developed to provide Financial, Material and Safety reports along with the ability to track Individual Qualification (Non-PII). Marine Depot Maintenance Command (MDMC) was not able to locate a reporting system within the Marine Corps that would be able to customize the reports due to the unique requirement from the elements below: Receive data from MCPALMS – Display reports of Individual Qualification Data (Non-PII), Contract Order Number(CON), Job Order Number (JON) and Cost Work Center(CWC) Data. Receive data from MRPII/NETWORKS MTO – Display reports of Part Numbers, Part Costs, Part Descriptions, Work Routes, Bill of Material, Project Data and Vehicle Data. Receive reports from DIFMS – Schedule of Accruals, Outstanding Unallocated Labor, General Ledger Worksheet, Summary Source of Revenue and General Ledger Details Year to Date are examples of unique reports MCPAS displays from DIFMS. Receive reports from ILSMIS – Total Stock Inventory, Inventory by Project Code, Local Stock Inventory, Project LSS Daily Data Report are examples of unique reports MCPAS displays from ILSMIS. Individual Qualification Record (IQR) – Display reports of plant Individual process and inspection qualifications. Total Direct-Indirect (TDI) – Displays labor reports by direct hours, indirect hours and leave across CWCs. 4130 – Configuration Management Record Configuration Management General Correspondence, Instructions, Notices, Studies, and Other Records. Systems commands and inventory control points (program managers and major logistical activities) files that document the development and accomplishment of significant plans, programs, studies, or projects involving configuration management. Files of all supply activities and offices (department and field) and department, division, or other organizational units of activities and offices relating to the operation and administration of the configuration management system. (Exclude primary program records covered in SSIC 4000.1). Configuration Data Management (CDM) – Control of document versions and their associated JONs and assignment to CWC; MCPAS is a reports based website for all of the MDMC production applications. MCPAS utilizes a centralized database which provides a consolidated location for data management from the MDMC systems (Industrial Logistics Support Management Information System (ILSMIS), Defense Industrial Financial Management System (DIFMS), Maintenance Center Productivity and Labor Management System (McPALMS), MRPII/Networks Make To Order (MTO), etc.).</p>
1.1	<p><b>MASTER FILES</b> Disposition Authority Number      DAA-0127-2015-0004-0002</p> <p>MCPAS database receives, stores, and provides the data required for providing production support, decision-support, and workflow automation in a customized report format through external interfaces between production systems, and MDMC</p>

applications. MCPAS supports the MDMC Production Plants, which serves as the web front and centralized user management for the MCPAS report structure. MCPAS is utilized for reporting the MDMC day to day production activity.

Final Disposition Temporary

Item Status Active

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 4853	Production Analysis Records
SSIC 4130	Configuration Management Record

**Disposition Instruction**

Cutoff Instruction Retain on Board. Destroy when superseded, cancelled or no longer needed for reference purposes.

Retention Period Retain on Board. Destroy when superseded, cancelled or no longer needed for reference purposes.

**Additional Information**

GAO Approval Not Required

**OUTPUT FILES**

Disposition Authority Number DAA-0127-2015-0004-0004

MCPAS provides customized production reports in a web front end.

Final Disposition Temporary

Item Status Active

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

1.2

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

Manual Citation	Manual Title
SSIC 4853	Production Analysis Records
SSIC 4130	Configuration Management Record

**Disposition Instruction**

Cutoff Instruction **Retain on Board. Destroy when superseded, cancelled or no longer needed for reference purposes.**

Retention Period **Retain on Board. Destroy when superseded, cancelled or no longer needed for reference purposes.**

**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
05/04/2015	Certify	Joel Westphal	Deputy Director, Directives and Records Management	Department of the Navy - Department of the Navy
02/03/2016	Submit for Concurrence	Steven Rhodes	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
02/04/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
02/04/2016	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
02/05/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist