

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-NU-93-8	DATE RECEIVED 9-9-93
1. FROM (Agency or establishment) DEPARTMENT OF THE NAVY		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION NAVAL RESERVE PERSONNEL CENTER 4400 DAUPHINE STREET, NEW ORLEANS, LA 70149-7800		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION CODE 6U, INFORMATION SYSTEM DEPARTMENT		DATE 7-1-94	
4. NAME OF PERSON WITH WHOM TO CONFER JOYCE E. VERGITH, CODE 60 MARY COWART, CODE 051	5. TELEPHONE 504-948-5371 504-942-6630	ARCHIVIST OF THE UNITED STATES <i>Cindy Hankamp Peterson</i>	

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 23 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; or has been requested.

DATE 9/7/93	SIGNATURE OF AGENCY REPRESENTATIVE <i>R Jensen</i>	TITLE HDD RECORDS MGMT BR NAVCOMTELcom (N161) NAVY WASH DC
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
17.	<p><u>SSIC 1070</u> The Inactive Manpower and Personnel Management Information System (IMAPMIS) maintains the official automated personnel records for all Naval Inactive Reservist, Fleet Reservists and Retired personnel. The system's role is central to all other Reserve Component application modules which either pass data to it or receive data from it. In addition, IMAPMIS provides Navy input to the DOD Reserve Components Common Personnel Data System (RCCPDS), it provides vital input to the Naval Reserve Drill Pay System (NRDPS) at the Navy Finance Center, and it provides data to various reserve decision-making support models.</p> <p>2. a. INACTIVE OFFICER MASTER FILE (IOMF) (SSIC 1070).</p> <p>Carries entire personnel records for all OFFICERS who are Naval Inactive Reservist, Fleet Reservists and Retired personnel.</p> <p>(1) a. <u>Master File</u> PERMANENT. Transfer a copy to National Archives annually.</p>		NO SAMPLE SUBMITTED

(item 1.)

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
(item 2)	<p>(2) <u>b. Systems Documentation</u> PERMANENT. Transfer a copy to National Archives with master file transfer.</p>		
2.b	<p><u>INACTIVE ENLISTED MASTER FILE (IEMF)</u> (6810-1070).</p> <p>Carries entire personnel records for all Enlisted who are Naval Inactive Reservist, Fleet Reservists and Retired personnel.</p>	NO SAMPLE SUBMITTED	
(item 3)	<p>(1) <u>a. Master File</u> PERMANENT. Transfer a copy to National Archives annually.</p>		
(item 4)	<p>(2) <u>b. Systems Documentation</u> PERMANENT. Transfer a copy to National Archives with master file transfer.</p>		
c	<p><u>INACTIVE ACTIVITY MASTER FILE</u></p> <p>Carries Addresses, Titles, Onboard Strengths, Officer and Enlisted Counts and Allowances. It also carries PERS-MOB Team info, UIC info, PSA/PSD info, Ten-Digit Code, Activity Processing Code, Drills Authorized Major Claimant, REDCOM, DOD Plan Group Info, Reserve Unit Identification Code Reserve Program Element Code, and Reserve Center Info.</p>	NO SAMPLE SUBMITTED	
(item 5)	<p>(1) <u>a. Master File</u> PERMANENT. Transfer a copy to National Archives annually.</p>		
(item 6)	<p>(2) <u>b. Systems Documentation</u> PERMANENT. Transfer a copy to National Archives with master file transfer.</p>		
	<p>NOTE: ALL TRANSFERRING OF MASTER FILES AND SYSTEM DOCUMENTATION WILL BE DONE IN ACCORDANCE WITH 36 CFR 1228.</p>		

d. OFFICER ATTRITION FILE

Carries entire personnel records for all Officers from the Navy Reserve or Fleet Reserve - or for Retired Navy Officers - who are lost to Navy strength.

(item 7) (1) Master File

PERMANENT. On an annual basis, transfer to the National Archives a copy of the file containing the records of all officers lost to Navy strength during the past year.

(item 8) (2) Systems Documentation

PERMANENT. Transfer a copy to the National Archives with master file transfer.

(item 9) (3) Tape Version of Records

TEMPORARY. Maintain on tape a copy of the records of all officers lost to Navy strength during the past five years. Delete records when they are six years old.

e. ENLISTED ATTRITION FILE

Carries entire personnel records for all Enlisted Personnel from the Navy Reserve or Fleet Reserve - or for Retired Navy Enlisted Personnel - who are lost to Navy strength.

(item 10) (1) Master File

PERMANENT. On an annual basis, transfer to the National Archives a copy of the file containing the records of all enlisted personnel lost to Navy strength during the past year.

(item 11) (2) Systems Documentation

PERMANENT. Transfer a copy to the National Archives with master file transfer.

(item 12) (3) Tape Version of Records

TEMPORARY. Maintain on tape a copy of the records of all enlisted personnel lost to Navy strength during the past five years. Delete records when they are six years old.