

Request for Records Disposition Authority

Records Schedule Number DAA-0330-2014-0009
Schedule Status Approved

Agency or Establishment Office of the Secretary of Defense
Record Group / Scheduling Group Records of the Office of the Secretary of Defense
Records Schedule applies to Major Subdivision
Major Subdivision OFFICE OF THE UNDER SECRETARY OF DEFENSE,
PERSONNEL AND READINESS (OUSDP&R)
Minor Subdivision DEFENSE HUMAN RESOURCES ACTIVITY (DHRA)
Schedule Subject JOINT ADVERTISING, MARKET RESEARCH & STUDIES (JAMRS)
SURVEY DATABASE
Internal agency concurrences will be provided No

Background Information

The Defense Human Resources Activity (DHRA) is a United States Department of Defense (DoD) Field Activity chartered to support the Under Secretary of Defense for Personnel and Readiness (USD(P&R)). The scope of DHRA's mission is very broad, giving the USD flexibility to explore and field new technologies and programs that benefit warfighters, their family members, and DoD civilians. DHRA programs impact the delivery of benefits, readiness, force protection, and the detection and elimination of fraud. DHRA provides support and services that improve the efficiency, productivity, and quality of life throughout the Department.

The Joint Advertising, Market Research & Studies (JAMRS) program is a DoD program responsible for joint marketing communications and market research and studies. One of JAMRS' objectives is to explore the perceptions, beliefs, and attitudes of American youth as they relate to joining the Military.

Joint Advertising, Market Research & Studies (JAMRS) Survey Database

The purpose of the JAMRS Survey Database is to compile names of young adults aged 16 through maximum recruiting age to create a mailing frame from which to draw samples of the population to conduct surveys. This database ensures that JAMRS market research surveys are representative of the recruitment age population and sampling strategies are designed so that appropriate levels of precision can be achieved for inferences to be made at various

geographic levels. The system also provides JAMRS with the ability to remove the names of individuals who are current/former members of, or are enlisting in, the Armed Forces and individuals who have asked to be removed from consideration as a participant in any future JAMRS survey. Identifiable information across all sources will include name, gender, and ethnicity (when available) address, city, state and zip.

Systems Interfaces: Include but are not limited to the Armed Services Vocational Aptitude Battery (ASVAB), the Military Entrance Processing Command (MEPCOM), and the Defense Enrollment Eligibility Reporting System (DEERS)(maintained by the Defense Manpower Data Center (DMDC)), the Selective Service System (SSS), State Departments of Motor Vehicles (DMVs), and commercial list vendors.

Inputs: Include but are not limited to name, gender, address, city, state and zip code, and information obtained from Selective Service System (SSS).

Outputs: N/A

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0330-2014-0009

Sequence Number	
1	Joint Advertising, Market Research & Studies (JAMRS) Survey Database Disposition Authority Number: DAA-0330-2014-0009-0001

Records Schedule Items

Sequence Number	
1	<p data-bbox="383 426 1379 461">Joint Advertising, Market Research & Studies (JAMRS) Survey Database</p> <p data-bbox="383 478 1159 513">Disposition Authority Number DAA-0330-2014-0009-0001</p> <p data-bbox="383 530 1486 676">Files created to support the Military Departments recruiting and advertising programs, by providing a list of populaces for contact for JAMRS surveys. The master file includes but is not limited to full name, gender, address, city, state, zip code and list source code.</p> <p data-bbox="383 694 935 728">Final Disposition Temporary</p> <p data-bbox="383 745 868 780">Item Status Active</p> <p data-bbox="383 797 839 832">Is this item media neutral? Yes</p> <p data-bbox="383 849 839 974">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 data-bbox="383 991 839 1082">Do any of the records covered by this item exist as structured electronic data? Yes</p> <p data-bbox="383 1116 687 1151">Disposition Instruction</p> <p data-bbox="383 1168 1506 1203">Retention Period Destroy/Delete 1 year after the list has been created.</p> <p data-bbox="383 1241 683 1276">Additional Information</p> <p data-bbox="383 1293 968 1328">GAO Approval Not Required</p>

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
02/25/2014	Certify	Luz Ortiz	OSD Records Manager	Department of Defense - Office of the Secretary of Defense
07/28/2014	Submit for Concurrence	Sebastian Welch	Appraiser	National Archives and Records Administration - Records Management Services
07/29/2014	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
07/30/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
08/01/2014	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist