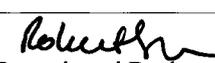


REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-330-09-6	DATE RECEIVED 8/27/09
1 FROM (Agency or establishment) Department of Defense		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Office of the Secretary of Defense			
3. MINOR SUBDIVISION Records and Declassification Division, ESD, WHS		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
4. NAME OF PERSON WITH WHOM TO CONFER Stephanie Griffith	5. TELEPHONE (703) 588-6835		

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 2 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 8/26/2009	SIGNATURE OF AGENCY REPRESENTATIVE Robert Storer	TITLE  Chief, Records and Declassification Division
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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 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p>This schedule addresses the disposition of the Defense Readiness Reporting System (DRRS) This system is used by all DoD components to identify critical readiness deficiencies, develop strategies for rectifying the deficiencies, and ensure they are addressed in program/budget planning or other DoD systems</p> <p>See attached pages for further information</p>		

SF 115 Submission for scheduling with (National Archives and Records Administration (NARA)):

OFFICE OF THE UNDER SECRETARY OF DEFENSE, PERSONNEL AND READINESS (OUSD (P&R))

BACKGROUND: The Defense Readiness Reporting System (DDRS) is a network of applications used to collect information related to the capabilities of military forces and the risks associated with them. This system is used by all DoD components to identify critical readiness deficiencies, develop strategies for rectifying the deficiencies, and ensure they are addressed in appropriate program/budget planning or other DoD management systems.

DDRS is made up of four major applications: DDRS portal, Group builder, Force Management, and ESORTS. The DDRS portal allows direct access to application utilities such as viewing current unit and mission status and supporting material such as dates, system messages, and training videos. The Group builder allows the user to build groups that can be modified to reflect existing force capabilities. The Force Management tools provide information on potential consequences of current force status and highlight alternative courses of action. This module is used by joint forces to answer the “who, what, when, why and how” questions of force status. The Enhanced Status of Resources and Training System (ESORTS) module is a near real-time readiness reporting system that provides performance standards and current readiness status for operational forces and defense support organizations related to Mission Essential Tasks (MET).

Inputs (readiness personnel data) to DDRS are received from the Enlisted Personnel Management Information System (EPMIS), Officer Personnel Management Information System (OPMIS), Marine Corps Total Force System (MCTFS), Defense Readiness Reporting System – Navy (DDRS-N), Medical Readiness Reporting System (MRRS), Military Personnel Records System (MPRS), Defense Civilian Personnel Data System (DCPDS), and Synchronized Pre-deployment and Operational Tracker (SPOT). These inputs are scheduled under GRS 20, item 2(c).

Ad Hoc Outputs from DDRS include but are not limited to real-time reports generated by the services and maintained in accordance with the respective service disposition schedules.

System Documentation containing Analytical Data Dictionary with definitions, High-level System Architecture, High-level system design, and User Manuals/Admin documentation is covered under GRS 20, Item 11(2).

ITEM 1

FILE TITLE: DDRS Master File

FILE DESCRIPTION: The system will display record/information pertaining to readiness-related decision making data that measures capability to accomplish assigned missions at all DoD levels to include human resource status information on amount

required authorized and assigned and limited individual personnel readiness data to include by name/Social Security Number, employer, rank/grade, duty status, and skill specialty. Data related to an individual is as follows: Readiness resource data (rank/grade, duty status, skill specialty, and related reason codes for readiness posture can be acquired and displayed for an individual.

DISPOSITION: PERMANENT. Pre-accession annual snapshots to NARA in an acceptable format in 5-year blocks. Legal custody will transfer when 20 years old.

ITEM 2

FILE TITLE: Quarterly Report to Congress

FILE DESCRIPTION: Information in the report includes the results of the most recent joint readiness review or monthly review including the current information derived from the readiness reporting system.

DISPOSITION: PERMANENT. COFF annually. Transfer to WNRC in 5-year blocks Transfer to NARA when 20 years old.