

# Request for Record Disposition Authority

(See Instructions on reverse)

**Leave Blank (NARA Use Only)**

To **National Archives and Records Administration (NIR)**  
Washington, DC 20408

Job Number  
*NI-A4-09-16*

1 From (Agency or establishment)

Date Received  
*3/12/09*

**U.S. ARMY**

**Notification to Agency**  
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

2 Major Subdivision

**Office of the Admin Asst to the Sec of the Army**

3 Minor Subdivision

**US Army Records Mgmt & Declass Agency**

4 Name of Person with whom to confer

**Shirley Kinson-Jones**

5 Telephone (include area code)

**703-428-6411**

Date

*9-8-2009 Christine Jones*

Archivist of the United States

**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 \_\_\_\_\_ 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       has been requested

Signature of Agency Representative

*Dominic A. Baldin*

Title

**Chief, Records Management Division**

Date (mm/dd/yyyy)

**27 FEB 2009**

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
1	<p style="text-align: center;">Management of Army Individual Training Requirements and Resources - AR 350-10</p> <p style="text-align: center;">Army Training Requirement and Resources System (ATRRS)</p> <p style="text-align: center;">PLEASE SEE ATTACHEMENT</p>		

**Army Training Requirements and Resources System (ATRRS)  
(AR 350-10)**

**Background:** The Army Training Requirements and Resources System (ATRRS) is the system of record for management of input to training for the total Army. ATRRS is the repository for training requirements, training programs, training costs, and training personnel data. The ATRRS database contains detailed class information on all courses taught and taken by Army personnel. Training managers use this information to schedule classes, fill training seats and train soldiers. ATRRS produces reports and analyses, and can display selected data pertinent to training-requirements programs, inputs, graduates, loads, and associated information.

**Note:** Use record number (RN) 25-1kkk for source input records, RN 25-1lll for automated system administrative outputs and reports; RN 25-1mmm for automated system documentation and specification files, and RN 25-1nnn for backup files.

**RN:** 350-10m

**Title:** Army Training Requirements and Resources System (ATRRS) Master File

**Authority:** TBD

**PA:** TBD

**Description:** ATRRS contains training requirements, training programs, training costs, training personnel data, course administrative data, class schedules, Quota Allocations, Reservations, Inputs, Grad, Non-successful Completions, Loads, Cost Effective Travel Location, Funding Allocations and Expenditures. The system contains data in whole or in part from 1983 to date.

**Disposition:** KE6. Event is after reports have been cut off at the close of each fiscal year. Keep until event occurs, then delete 6 years after the event.