

## Request for Records Disposition Authority

Records Schedule Number           DAA-0344-2012-0001  
 Schedule Status                    Approved

Agency or Establishment           Department of the Navy  
 Record Group / Scheduling Group   Records of the Naval Ship Systems Command  
 Records Schedule applies to       Major Subdivision  
 Major Subdivision                 Naval Sea Systems Command (NAVSEASYSKOM)  
 Minor Subdivision                 Naval Explosive Ordnance Disposal Technology Division  
   (NAVEODTECHDIV)  
 Schedule Subject                 SSIC 8027, Explosive Ordnance Disposal (EOD) Records  
 Internal agency concurrences will be provided   Yes

Background Information           Joint Digital Information Gathering System (JDIGS) provides the Joint Service EOD community with a centralized improvised explosive device (IED) and unexploded ordnance (UXO) incident reporting capability. Previously, incident reports were kept in paper form, with no central repository. JDIGS permits trend analysis, as well as provides data for evaluation of effectiveness of tools, tactics and procedures. Information is entered into JDIGS from Navy, Marine Corps, Army and Air Force EOD teams. JDIGS was added as a system of records on 3/19/2008. Additional system details are contained in the Questions Concerning Electronic Systems, herewith attached.

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0344-2012-0001

Sequence Number	
1	SSIC 8027 1 Electronic Explosive Ordnance Disposal Incident Reporting Database
1 1	a Master Database files Disposition Authority Number DAA-0344-2012-0001-0001
1 2	d Paper DD 8027 Electronic Explosive Ordnance Disposal incident report retained in paper format Disposition Authority Number DAA-0344-2012-0001-0004

## Records Schedule Items

Sequence Number	
1	<p><b>SSIC 8027 1 Electronic Explosive Ordnance Disposal Incident Reporting Database</b> Database used in the field in both CONUS and OCONUS to collect information and technical data for the disposal of ordnance in both peace and wartime. Information includes but not limited to the detection, identification, field evaluation, rendering safe, recovery, evacuation, and final disposal of explosive ordnance which has been fired, dropped, launched, projected, or placed in such a manner as to constitute a hazard to operations, installations, personnel, or material. Also includes records pertaining to disposal of items deemed hazardous or unserviceable by damage or deterioration when the disposal of such items is beyond the capabilities of personnel normally assigned the responsibility for routine disposition. Note: These database systems include such systems known as the Joint Digital Information Gathering System (JDIGS) that replaced the paper DD 8027 EOD after-action incident reports used until 2008.</p>
1 1	<p><b>a Master Database files</b></p> <p>Disposition Authority Number: DAA-0344-2012-0001-0001</p> <p>Final Disposition: Temporary</p> <p>Item Status: Active</p> <p>Is this item media neutral?: No</p> <p>Explanation of limitation: This item is an electronic database</p> <p>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>Do any of the records covered by this item exist as structured electronic data?: Yes</p> <p>GRS or Superseded Authority Citation: N1-NU-86-2, SSIC 8027 1</p> <p>Disposition Instruction:</p> <p>Retention Period: Destroy when 90 years old</p> <p>Additional Information:</p> <p>GAO Approval: Not Required</p>
1 2	<p><b>d Paper DD 8027 Electronic Explosive Ordnance Disposal incident report retained in paper format</b></p>

Disposition Authority Number	DAA-0344-2012-0001-0004
Final Disposition	Temporary
Item Status	Active
Is this item media neutral?	No
Explanation of limitation	This item pertains solely to paper DD Form 8027 that were not scanned
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No
Disposition Instruction	
Transfer to Inactive Storage	Retire to FRC when 30 years old
Retention Period	Destroy when 90 years old
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
11/21/2011	Certify	Charley Barth	Director of Records	Chief of Naval Operations (CNO) - Director Navy Staff (DNS)
11/06/2012	Submit for Concurrency	Steven Rhodes	Appraiser	National Archives and Records Administration - Records Management Services
11/08/2012	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
11/08/2012	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
11/14/2012	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist