5/11/87

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK
JOB NO

NCI-371-81-2

DATE RECEIVED May 11, 1981

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request including amendments is approved except for items that may be stamped 'disposal not approved' or 'withdrawn' in column 10

Dec 8 87   Robert M Warner
Date   *Archivist of the United States*

TO GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1 FROM (AGENCY OR ESTABLISHMENT)
Defense Communications Agency

2 MAJOR SUBDIVISION
Administrative Support Division

3 MINOR SUBDIVISION
Publications & Records Mgmt Branch

4 NAME OF PERSON WITH WHOM TO CONFER
Vincent R. Volonoski

5 TEL EXT
692-6952

6 CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

☐ **A** Request for immediate disposal

☒ **B** Request for disposal after a specified period of time or request for permanent retention

C DATE	D SIGNATURE OF AGENCY REPRESENTATIVE	E TITLE
7 May 81	Barbara F Hess	Chief, Publications & Rec Mgmt Br

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<u>SECTION XXIX. INTEGRATED AUTODIN SYSTEM</u> Files in this section document developments under the Integrated AUTODIN System (IAS) Architecture Project. The IAS will become a DCS common user data communications switched network and user access telecommunications service area capable of fulfilling computer teleprocessing and record communications requirements of the Department of Defense in the 1981-1990 timeframe. It will eventually replace AUTODIN I, the functions of which will be integrated into the IAS.		
1	829-01 <u>IAS Administrative Files.</u> Documents relating to the general, routine administration of the IAS program, but exclusive of specific files described in this section. Disposition: (a) Office of Record - Destroy when 10 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	NCI-371-75-3	68 items

Copy to agency 1-27-83
<u>MASS DATA CHANGE SHEET NOT REQUIRED</u>

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
2	829-02 IAS Group and Committee Files. Documents relating to working groups, committees, and panels specifically organized to resolve problems affecting only the IAS. Included are announcements, agenda, minutes, reports or recommendations, coordination documents between the panels and the military departments, and related papers. Arranged by subject. Disposition: (a) Secretariat: Permanent. Retire when no longer needed. Offer to NARS in 10 year blocks when 20 years old. (b) Others - Destroy when no longer needed.	NC 371	75-3
3	829-03 IAS Program Management Files. Papers documenting the overall management direction of the IAS program. Included are standards and procedures for system design and operation; papers reflecting implementation tasking; review of I/I plans; system specifications; cost studies and analyses; information furnished the military departments and other agencies concerning future funding and programming in accordance with their implementation and operational assignments; and related papers. Arranged by subject. Disposition: (a) Office of Record - Permanent. Retire when no longer needed. Offer to NARS in 10 year blocks when 20 years old. (b) Others - Destroy when no longer needed.	NC 371- 75-3	
4	829-04 IAS Site Surveys. Documents accumulated in the investigation and selection of sites at which to construct IAS facilities. Included are documents authorizing site surveys, site selection reports, recommendations, final decision, and related papers. Disposition: (a) Office of Record - Destroy 3 years after site selection. (b) Others - Destroy when no longer needed.	NC1-371-75-3	

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5	829-05 IAS Configurations. Documents depicting IAS configuration. The configuration contemplates the number of computers, number of terminals, number of locations, activity rates, traffic loads, and transmission rate. Included are functional block diagrams and related papers. The configuration permits transition to the future DCS with minimum cost and maximum use of assets. Disposition: (a) Office of Record - Destroy when 5 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	NC 371-75-3 (change)	
6	829-06 IAS Interface Requirements and Criteria. Documents relating to IAS interface. Included also are papers reflecting interface between switches and regional area subnetwork and the backbone network as well as subscriber access interface. Disposition: (a) Office of Record - Destroy when 10 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	NC 371-75-3	
7	829-07 Reserved.		
8	829-08 IAS Implementation Plans. Plans outlining implementation of the IAS on a year-by-year basis over a period of several years. Among other things, the plans ensure that the number of elements actually installed will be derived from identified requirements within funding restraints. Disposition: (a) Office of Record - Destroy when 5 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	NC 371-76-5 (change)	

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9	829-09 IAS Equipment Maintenance Files. Papers relating to maintenance of IAS equipment. Included are maintenance concepts, maintenance plans, and related papers. Disposition: Destroy when no longer needed.	NCI-371-75-3	
10	829-10 IAS Technical Literature Development Files. Papers which contribute to the development of IAS equipment manulas prepared by contractors or in-house. Included are reviews, verifications, changes, and advice furnished by DCA engineers. Disposition: Destroy when no longer needed.	NCI-371-75-3	
11	829-11 IAS Logistics, Supply, and Transportation Files. Documents relating to procedures for logistical support of the IAS program. Included are plans, programs, action documents, and related papers. Disposition: Destroy when no longer needed.	NCI-371-75-3	
12	829-12 IAS Training Files. Documents accumulated in development of the IAS training program in accordance with inter-service/agency agreements. Included are training plans, schedules, personnel prerequisites, requirements, list of equipments used for training purposes, and related papers. Disposition: Destroy when no longer needed.	NCI-371-75-3	
13	829-13 IAS Tools and Test Equipment Files. Documents relating to special tools and test equipments for the IAS. Included are papers reflecting application, proposals, and related papers. Disposition: Destroy when no longer needed.	NCI-371-75-3	
14	829-14 IAS Test Plans and reports. Copies of IAS test plans, progress reports, and summary test and performance reports submitted to DCA for evaluation by the contractor. Disposition: Destroy when no longer needed.	NCI-371-75-3	

115-203

Four copies, including original, to be submitted to the National Archives

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Revised July 1974
Prescribed by General Services
Administration
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
15	829-15 IAS Reports. Documents relating to the IAS program and review technique conducted and maintained by the contractor. DCA specifies the coding structure for the PERT network and provides the computation. Disposition: (a) Office of Record - Destroy when 10 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	*NC1-371-75-3*	
16	829-16 IAS Subscriber Lists. Lists shwoing access and line listing, priority lists, and related papers. Disposition: Destroy when no longer needed.		
17	829-17 IAS Cutover Plans. IAS cutover plans prepared by DCA and furnished the cognizant military department(s). Also other papers arelating to the transfer of a circuit from release to activation. The plan establishes the installation, test, and acceptance date for all switches. Disposition: (a) Office of Record - Destroy when 10 years old, ~~Retire~~ when no longer needed. OR (b) Others - Destroy when no longer needed.	*NC 371-75-3 (DNA) Review for Disposal after 5 yrs.*	
18	829-18 Reserved.		
19	829-19 IAS Funding Information. Subdivided into procurement and O&M, the papers contain the programming and budgeting details of the IAS. Included are cost analyses of equipment, logistical support, and personnel training; and related papers. Disposition: (a) Office of Record - Destroy when 5 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	*NC1-371-75-3*	

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20	829-20 IAS Management Information System Files. Papers outlining IAS performance assessment and status monitoring for overall system control. Included are papers showing load, message length, outage statistics, aborted transmission information based on category and service class, amount of data transmitted, switch point journals, and related papers. Disposition: (a) Office of Record - Destroy when 5 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	NCI-371-75-3	
21	829-21 Reserved.		
22	829-22 IAS Operations Summary Reports. Copies of reports submitted at specified intervals to DCA by the contractor during the period of his responsibility for operations and maintenance at each IAS site. Disposition: Destroy when no longer needed.	NCI-371-75-3	
23	829-23 Reserved.		
24	829-24 IAS Logistics Support Documents. Plans and supporting papers developed to achieve the most favorable ratio of support to cost of the IAS, to include repair parts, spares, personnel, and other support factors. Disposition: (a) Office of Record - Destroy when 10 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	NCI-371-75-3	
25	829-25 IAS Solicitation Files. Papers accumulated in preparing and reviewing solicitation for required equipment which meets the specifications to operate the IAS. Solicitations (commonly called "procuremnt packages") include items such as statement of work, specifications, exhibit, contract data requirement list, and notes. Files consist of papers reflecting reviews, comments, coordination with the military departments, and related papers.		

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	Disposition: (a) Office of Record - Destroy 6 years after completion of related contract.	*NCI-371-75-3*	
	(b) Others - Destroy when no longer needed.		
26	829-26 Reserved.		
27	829-27 IAS Repair Parts/T&TE Reports. Reports submitted periodically to DCA by contractors to document quantitative use of repair parts, tools, and test equipment. Reports are based on maintenance engineering analysis, contractors' experience, and procurement parameters.		
	Disposition: Destroy when no longer needed.	*NCI-371-75-3*	
28	829-28 IAS Reference Papers. These papers relate to the IAS program and consist of:		
	a. Copies of documents which duplicate the record copies filed elsewhere.		
	b. Documents which require no action.	*NCI-371-75-3*	
	c. Rough drafts, feeder reports, notes, and similar working papers.		
	d. Cards, listings, indexes, and other papers used for controlling work.		
	Disposition: Destroy when no longer needed.		
29	829-29 IAS Routing Plans. Plans which provide for the routing of data traffic over the four primary routes, as well as alternate routes, which are used under restoration conditions.	*NC 371-76-5*	
	Disposition: (a) Office of Record - Destroy when 2 years old.		
	(b) Others - Destroy when no longer needed.		
30	829-30 IAS Precedence and Preemption Files. Documents relating to assignment of, requirements for, and use of precedence and preemption in exercising priorities for the IAS. Included are calling priority levels.	*NCI-371-75-3*	
	Disposition: Destroy when no longer needed.		

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31	829-31 IAS Placement Files. Documents relating to IAS placement consistent with other DoD survivability criteria, as well as reliability. Included are configuration worksheets, correspondence and related papers. Maintenance instructions: Prepare a separate file folder for each location. Disposition: (a) Office of Record - Destroy 3 years after discontinuance of the related center. (b) Others - Destroy when no longer needed.	NC1-371-75-3	
32	829-32 IAS Traffic Studies. Based on management data gathered, derivative documents outline the need for additional IAS lines. Included are studies embracing traffic loads, time used, access line reports, and other factors having a bearing on the ultimate decision. Disposition: (a) Office of Record - Destroy when 10 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	NC1-371-75-3	
33	829-33 Reserved.		
34	829-34 IAS Requirement Files. Documents outlining ADP communications requirements, ADP teleprocessing communications capabilities, and the out-year requirement statistics. Disposition: Destroy when incorporated into appropriate plans or other long-term documents.	NC1-371-75-3	
35	829-35 IAS Transmission Entrance Facilities Files. Documents relating to implementation, testing, accepting, and cutover of commercial and Government-owned transmission facilities at IAS locations. Included are plans, requirements, contractor status reports, correspondence and related papers. Disposition: Destroy when no longer needed.	NC1-371-75-3	

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38	829-36 <u>IAS Status Reports</u>. Reports, briefing charts, slides, and other material used in outlining the status of IAS in presentations made to the DCA staff, ASD(T), JCS, military departments, and other cognizant agencies. Included are milestone charts, status reports submitted to implementation agencies, and aggregate background supporting data. Disposition: Destroy when superseded or no longer needed.	*NC1-371-75-3*	
37	829-37 <u>IAS Software Files</u>. Documents relating to software and computer programs applicable to IAS procedures. Included are tests, reports, program descriptions, computer flow charts, and related papers. NOTE: Papers pertaining to software standardization will be identified under file number 206-19. Disposition: Destroy when no longer needed.	*NC1-371-75-3*	
38	829-38 <u>IAS System Engineering Management Files</u>. Documents accumulated in providing system engineering assistance to the military departments and others as required. Included are schedule of milestones, implementation status reporting system, network configuration plan, transmission plan, definition study, bills of material, site criteria, listings of COMSEC equipment and modems under procurement contracts, and related papers. Disposition: (a) Office of Record - Destroy when 10 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	*NC 371-76-5*	
39	829-39 <u>IAS Methods, Procedures, and Concepts</u>. Documents outlining the doctrinal concepts to provide a DCS common user service to fulfill DoD requirements and to provide a family of switched services to fulfill data communications requirements for the DoD. Included are documents providing guidance; papers reflecting personnel training requirements; traffic engineering and software; comments on proposed doctrinal concepts; and related papers.	*NC 371-76-5*	

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	Disposition: (a) Office of Record - Destroy when 10 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	*NCI-371-76-5*	
40	829-40 IAS Subnet Files. Documents relating to subnet configuration and requirements. Included are configurations, qualifying parameters, descriptions, required services to common users and special requirement customers, special features required by IAS, and related papers. Disposition: Destroy when no longer needed.	*NCI-371-76-3*	
41	829-41 IAS Directory. Listing of IAS subscribers. Disposition: Destroy when superseded or no longer needed.	*NCI-371-75-3*	
42	829-42 IAS Performance Files. Documents relating to the operational efficiency of the IAS. Included are narratives outlining operation of the network components, their failure (if any) and the cause of failure, techniques applied in taking corrective action, and related papers. Disposition: Destroy when 5 years old.	*NCI-371-75-3*	
43	829-43 Reserved.		
44	829-44 Reserved.		
45	829-45 IAS Technology Review Files. Papers accumulated by system engineers in their review of technical papers and publications issued by Government and industry (e.g., ANSI and ISO), and other sources. The papers have possible or potential application in the development of IAS and may contribute to its eventual operation. Disposition: Destroy when no longer needed.	*NCI-371-75-3*	
46	829-46 IAS Integration Files. Documents relating to development and integration of a record and data switched network. The network will transition to the all-digital DCS of the late 1980's.	*NC371-75-3 (change)*	

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	Disposition: Office of Record - Destroy when 5 years old. Others - Destroy when no longer needed.		
47	829-47 IAS Security Design Files. The design considers transmission security, emanation security, physical security, hardware controls, software controls, and management controls. Disposition: Destroy when no longer needed.	NCI-371-75-3	
48	829-48 IAS Survivability Files. Papers reflecting survivability enhancement against natural diasters and hostile acts affecting the IAS. Disposition: Destroy when no longer needed.	NCI-371-75-3	
49	829-49 IAS Transmission Files. Documents relating to circuits and their transmission capacities and acess configured for data. Included is information showing the number of circuits and link cross sections; the number of access circuits by rate, worldwide location, and average length needed for the interim network; and related papers. Disposition: (a) Office of Record - Destroy when 20 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	NCI-371-75-3	
50	829-50 IAS Simulations. Documents outlining simulated performance of the IAS. Included are analyses, computer printouts, and related papers. Disposition: Destroy when no longer needed.	NCI-371-75-3	
51	829-51 IAS Facility Design Files. Papers concerning the IAS facility design. Disposition: (a) Office of Record - Destroy when 20 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	NCI-371-75-3	

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52	829-52 IAS Data Handling/Network Design Files. Documents outlining the network design to accommodate data traffic. The design concept ensures speed of delivery through use of traffic acceptance load control. Included are functional and operational description, protocol, addressing, signaling, and error control. Disposition: (a) Office of Record - Destroy when 20 years old. Retire when no longer needed. (b) Others - Destroy when no longer needed.	*NC1-371-75-3*	
53	829-53 IAS System/Network Control Files. Papers relating to a real time centralized control facility for the IAS. System/network control is accomplished with primary and secondary control facilities. The control feature embraces network management and control (e.g., reports, parameter changes, and monitoring), and software development and testing capabilities (e.g., software testing and interface testing). Disposition: (a) Office of Record - Destroy when 5 years old. (b) Others - Destroy when no longer needed.	*NC 371-75-3*	

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