Request for Records Disposition Authority

Records Schedule Number	DAA-AU-2014-0036
Schedule Status	Approved
Agency or Establishment	Department of the Army
Record Group / Scheduling Group	Army Undifferentiated
Records Schedule applies to	Agency-wide
Schedule Subject	Standard Management Asset Readiness Tool (SMART)
Internal agency concurrences will be provided	No

Background Information

AR 710-2, Supply Policy Below The National Level, provides specific policy for the accountability and assignment of responsibility for property issued to a using unit. It also provides for the accountability and management of stocks being stored at direct, general, or installation supply support activities (SSAs) for issue to a customer. The management and accountability must include automatic identification technologies (AIT), such as bar code, 2D bar code, optical memory cards, radio frequency identification (RFID) tags, contact buttons, or satellite tracking. All stocks will be AIT enabled from vendor to the war-fighter and return

SMART is a PEO Soldier developed business information system based on processes used to facilitate inventory management of PEO Soldier managed items. The system provides inventory management at the PEO's staging facilities, planning, execution and data Archive capability for all Fielding events by the PMs. SMART also provides an E-order capability for the Central Issue Facilities (CIFs) in order to quickly meet the need for Soldiers joining their unit after it has already deployed.

The proponent of this regulation is the Deputy Chief of Staff, G-4.

SMART is currently located at 3 CONUS-sites (Fort Belvoir, VA; Rock Island, IL, and Lansing, MI) used primarily by PEO Soldier personnel working at those locations.

Record data exist from 2004 to present.

Source input data is covered under RN 25-1kkk, Input Source Records.

Outputs automated systems administrative outputs and reports use 25-1lll, Information technology system administrative reports. ARIMS Record number (RN) 710-2tt/ACRS 700A/0-6.

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-AU-2014-0036

Sequence Number	
1	Standard Management Asset Readiness Tool (SMART) Master File RN 710-2tt/AC RS 700A/0-6
	Disposition Authority Number: DAA-AU-2014-0036-0001

Records Schedule Items

Sequence Number	
1	**Standard Management Asset Readiness Tool (SMART) Master File RN 710-2tt/ ACRS 700A/0-6**

Disposition Authority Number   DAA-AU-2014-0036-0001

SMART contains Soldier names, SSNs, equipment issued, equipment turned in, inventory at Staging Facilities, business intelligence dashboards.

Final Disposition	Temporary
Item Status	Active
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	No

Manual Citation	Manual Title
25-400-2	The Army Records Information Management System (ARIMS)

Disposition Instruction

Cutoff Instruction	KE6 event is when central issue items are turned-in. Keep until event occurs then destroy 6 years after the event.
Retention Period	Destroy 6 year(s) after the event

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
09/22/2014	Certify	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
04/23/2015	Submit for Concurrence	Tony Williams	Appraiser	National Archives and Records Administration - Records Management Services
04/27/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Serivces
04/27/2015	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
04/30/2015	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist