

Request for Record Disposition Authority

(See Inst on reverse)

Leave Blank (NARA Use Only)

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

Number

NI-AU-10-41

1 From (Agency or establishment)
Department of the Army

Date Received

2 Major Subdivision
Office of the Administrative Assistant to the Secretary of the 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

3 Minor Subdivision
Records Management and Declassification Agency

4 Name of Person with whom to confer
Brenda Fletcher

5 Telephone (include area code)
703-428-6298

Date
6/15/2010

Archivist of the United States
[Signature]

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 1 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

Title
Richard A. Wojewoda, Chief, Records Mgmt Division

Date (mm/dd/yyyy)
03/15/2010

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	<p>350 - Training</p> <p>Background This system supports the technical training program for the US Army Corps of Engineers. Information from this system is used to update the student training history record in the Army Training Requirements and Resources System (ATRRS) (NI-AU-94-17), the Army permanent training history records</p> <p>RN 350-1xx Title Training Management Information System (TMIS) Master File Authority TBD PA TBD</p> <p>Description The system contains course catalog, student registration and enrollment reports, student records and transcripts, tuition history, course evaluations, class schedules and rosters, and training reports</p> <p>Disposition K6 - Keep until record is 6 years old, then destroy KEG - Event is update of the student training record in ATRRS. TW 6/23/10</p> <p>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-1nnn for backup files</p> <p style="text-align: center;"><i>See Attachment</i></p>		<p>6/23/10 Change per Brenda Fletcher request. See email dated on 6/23/10. T.W.</p>

Description The system contains course catalog, student registration and enrollment reports, student records and transcripts, tuition history, course evaluations, class schedules and rosters, and training reports.

Disposition. KE6 – Event is update of the student training history record in the Army Training Requirement & Resources System (ATRRS). Keep in CFA until event occurs, then destroy 6 years after the event.

**RECOMMENDATION TO THE ARCHIVIST ON
RECORDS DISPOSITION REQUEST**

Job No. N1-AU-10-41

Item Count: 1

SUMMARY

The Department of the Army requests disposition authority for the Training Management Information System (TMIS) Master File. TMIS is a web-based tool used to track the Army's Corps of Engineers student training.

Records include enrollment reports, transcripts, course evaluation, class schedules, rosters, and course descriptions. These records have temporary value because they have little or no research value.

RECOMMENDATION

- 1 APPROVED FOR DISPOSAL. The records described under all items of the schedule, except those that may be listed in blocks 2, 3, and 4 of this section, are disposable because they do not, or will not after the lapse of the period specified, have sufficient administrative, legal, research or other value to warrant their continued preservation by the Government.
- 2 APPROVED FOR PERMANENT RETENTION. The records described under the following item or items have been appraised by the National Archives and Records Administration (NARA) and are determined to have sufficient historical or other value to warrant their continued preservation by the United States Government. The agency will transfer these records to the National Archives as specified. **Items**
- 3 DISPOSITION NOT APPROVED. The records described under the following item or items are not approved for disposition.
- 4 WITHDRAWN. The records described under the following item or items have been withdrawn at the request of the agency and/or NARA.

FEDERAL REGISTER NOTICE

Not required

Required — Publication Date May 19, 2010
Copies Requested 0
Comments Received 0

SIGNATURE	TITLE	SIGNATURE	DATE
Appraisal 	Appraiser	Tony Williams	June 23, 2010
	NWML		6.24.2010
Concurrences	NWM		06.26.2010