

## Request for Records Disposition Authority

Records Schedule Number      **DAA-0428-2014-0001**

Schedule Status      **Approved**

Agency or Establishment      **Department of the Navy**

Record Group / Scheduling Group      **General Records of the Department of the Navy, 1947-**

Records Schedule applies to      **Department-wide**

Schedule Subject      **(JAGPERS) The Judge Advocate General Personnel System**

Internal agency concurrences will  
be provided      **No**

Background Information

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>

GAO Approval

## Outline of Records Schedule Items for DAA-0428-2014-0001

Sequence Number
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1
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Applicant Qualification and Selection Records
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Disposition Authority Number: DAA-0428-2014-0001-0001
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## Records Schedule Items

Sequence Number															
1	<p><b>Applicant Qualification and Selection Records</b></p> <p>Disposition Authority Number      DAA-0428-2014-0001-0001</p> <p>Records created are used to evaluate applicant qualifications for selection to participate in the JAGC; to evaluate applicant performance in the JAGC internship/externship program; to evaluate and improve the JAGC application and selection process; to conduct predictive analysis for internal management purposes. to make a recommendation on the assignment of all active-duty JAGC officers; to determine qualifications of an officer to receive a JAGC designation and to be certified as a trial or defense counsel; to determine the rotation dates and release from active-duty dates of JAGC officers, as well as the date new officers will be available for duty; to prepare JAGC strength plans for submission to the Office of the Chief of Naval Operations; and to obtain an officer's preference for duty assignment, as well as eligibility for consideration for postgraduate education and overseas assignments.</p> <table><tr><td>Final Disposition</td><td>Temporary</td></tr><tr><td>Item Status</td><td>Active</td></tr><tr><td>Is this item media neutral?</td><td>Yes</td></tr><tr><td>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?</td><td>No</td></tr></table> <p><b>Disposition Instruction</b></p> <table><tr><td>Cutoff Instruction</td><td>Destroy records 10 years following staff members departure from Judge Advocate Generals Council Office</td></tr><tr><td>Retention Period</td><td>Destroy records 10 years following staff members departure from Judge Advocate Generals Council Office</td></tr></table> <p><b>Additional Information</b></p> <table><tr><td>GAO Approval</td><td>Not Required</td></tr></table>	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	Cutoff Instruction	Destroy records 10 years following staff members departure from Judge Advocate Generals Council Office	Retention Period	Destroy records 10 years following staff members departure from Judge Advocate Generals Council Office	GAO Approval	Not Required
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Retention Period	Destroy records 10 years following staff members departure from Judge Advocate Generals Council Office														
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
05/30/2014	Certify	Joel Westphal	Deputy Director, Directives and Records Management	Department of the Navy - Department of the Navy
01/30/2015	Submit for Concurrence	Steven Rhodes	Appraiser	National Archives and Records Administration - Records Management Services
02/03/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
02/04/2015	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
02/05/2015	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist