

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER	N1-330-08-7
1. FROM (Agency or establishment) Department of Defense		DATE RECEIVED	7/21/2008
2. MAJOR SUBDIVISION Office of the Secretary of Defense		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Records and Declassification Division, ESD, WHS		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER Luz D. Ortiz	5. TELEPHONE (703) 696-4959	DATE 11/7/18	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>

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; or has been requested.

DATE 7/18/2008	SIGNATURE OF AGENCY REPRESENTATIVE Robert Storer <i>[Signature]</i>	TITLE Chief, Records and Declassification Division
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>DEFENSE CASE RECORD MANAGEMENT SYSTEM (DCRMS) BACKGROUND: The Defense Case Record Management System (DCRMS) is a web-enabled management tool used by the Sexual Assault Response Coordinators (SARCs) and/or Victim Advocates (VAs) of the Department's Sexual Assault Prevention and Response (SAPR) programs at the operational level. DCRMS is a stand alone system that allows the SARCs and VAs to manage the cases by tracking the service delivery, law enforcement or legal involvement, care of victims, and prosecution of offenders, as applicable, in order to assist the Military Services with statutory and regulatory reporting requirements on victim service provisions and restricted reports. It tracks the following: unrestricted and restricted reports of sexual assault; the medical and advocacy services provided to victims; and the case management actions of the first response groups (SARCs, VAs, health care providers, law enforcement and investigators, judge advocates, chaplains) from initial report to final disposition. Case-level information (personal identifiers of any kind) is only available to the SARC and VA, management levels above see only aggregate data with no personal identifiers. Adhoc reports containing demographic data, with personal identifiers removed, can be included in reports used by agency officials and DoD Components to manage programs and answer programmatic questions. DoD will not be creating annual reports from DCRMS, it will always receive data directly from the Military Services. Data is entered by the SARC and no mandatory reports are produced by the system. Adhoc reports are covered under GRS 20, Item 16, finding aids and indexes are scheduled under GRS 20 Item 9, and system documentation is scheduled under GRS 20, Item 11(1).</p>		

SF 115 (Cont'd): DCRMS

ITEM 1.

FILE NUMBER: [AI 15 File number TBD]

FILE TITLE: Defense Case Record Management System (DCRMS) Database File

FILE DESCRIPTION: Information collected and processed by a government system designed to allow the Sexual Assault Response Coordinators (SARCs) and/or Victim Advocates (VAs) to track information and services rendered regarding sexual assaults. System contains basic demographics on sexual assault victims, sexual assault incident, and the sexual offender. Information that may be collected by the system are: Victim's information (name, birth date, duty location, Military Service, reporting preferences); offender information; incident information (date, time, type, location); responder information (law enforcement, chaplain, Judge Advocate); installation; SARC or VA profiles; case status; support services rendered to victim (medical services, forensic exam, etc); and other related data.

DISPOSITION: TEMPORARY. Cutoff cases after 2 years of inactivity delete/destroy record data 60 years after cutoff.

AUTHORITY: TBD

PRIVACY ACT: TBD

Item 2.

FILE TITLE: DoD Annual Report on Sexual Assault In the Military

FILE DESCRIPTION: Executive summary of sexual assault data collected annually from the Military Services. Report includes status on the Sexual Assault Prevention and Response Program (SAPR), highlights and accomplishments, way ahead, and summary of data, to include: Number of reports during the specific time period (restricted and unrestricted); Aggregate demographic data in subjects (gender, age, and rank); Aggregate data on incidents (on/off post, length of time between occurrence and reporting of incident, number of completed investigations); Aggregate data on disposition of subjects (action take, no action taken, and type of action such as court-martial, non-judicial punishment, etc; and specific data regarding the disposition in a sexual assault case. Specific data includes: rank and gender of offender; rank and gender of victim; type of action taken against the offender; and the results of the action taken (discharge, reduction in rank, or confinement).

DISPOSITION: PERMANENT. Cutoff at the end of the calendar year transfer to NARA in 5 year blocks.

AUTHORITY: TBD

PRIVACY ACT: TBD