BU6PERS NOTICE 5215

From: Chief of Naval Personnel

Subj: CANCELLATION OF A BUREAU OF NAVAL PERSONNEL INSTRUCTION

1. **Purpose.** To publish the cancellation of a Bureau of Naval Personnel-originated instruction.

2. **Action.** Remove the following instruction from binders and files.

<table>
<thead>
<tr>
<th>INSTRUCTION</th>
<th>TITLE</th>
<th>REASON FOR CANCELLATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>BU6PERSINST 5210.8</td>
<td>Implementation of the Total Records Information Management (TRIM) Application as the Electronic Records Management Solution Within The Bureau of Naval Personnel</td>
<td>Served its purpose. TRIM application has been replaced as the Navy’s record management application.</td>
</tr>
</tbody>
</table>

3. **Records Management**

   a. Records created as a result of this notice, regardless of format or media, must be maintained and dispositioned for the standard subject identification codes (SSIC) 1000 through 13000 series per the records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at: [https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx](https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx).

   b. For questions concerning the management of records related to this notice or the records disposition schedules, please contact your local records manager or the DON/AA DRMD program office.

   ![Signature]
   
   A. HOLSEY  
   Deputy Chief of Naval Personnel

Releasability and distribution:
This notice is cleared for public release and is available electronically only via BUPERS Website, [https://www.public.navy.mil/bupers-npc/reference/Pages/default.aspx](https://www.public.navy.mil/bupers-npc/reference/Pages/default.aspx).