

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See instruction on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		JOB NUMBER 71-AU-02-25	
1. FROM (Agency or establishment) U.S. ARMY		DATE RECEIVED 7.15.02	
2. MAJOR SUBDIVISION U.S. TOTAL ARMY PERSONNEL COMMAND		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 PROGRAM DIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Brenda S. Bowen	5. TELEPHONE (703) 806-4391	DATE 11-1-02	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 <u>4</u> pages(s) are not now needed for the business of the agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provision of Title 8 of the GAO Manual for Guidance of Federal Agencies, <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 28 June 02	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> HOWARD N. GREENHALGH	TITLE DIRECTOR, RECORDS MANAGEMENT DIVISION	
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	BACKGROUND: The prescribing directive for this record series is AR 601-280, Army Retention Program, dated 31 Mar 99. The proposed disposition instructions apply to records in all media and format. FN: 601-280c Title: Enlistment/Reenlistment/Transfer Packets Authority: TBD Privacy Act: 0601-280TAPC Description: Enlistment/reenlistment/transfer packets pertaining to ARNGUS, USAR, IRR, and officers and warrant officers. These packets include (but are not limited to), DA Forms 5691-R, 5690-R, 7249-R, 5435-R, 2A, 2-1, 1811, 5500-R, 3540-R; DD Forms 214 and 4; and SFs 88 and 93. Gaining states should forward one copy to the state ISR coordinator upon receipt of DD Form 214. Disposition: Code K6: Keep in CFA until no longer needed for conducting business, but not longer than 6 years, then destroy.		
2.	Electronic copies created on electronic mail and word processing systems will be deleted after recordkeeping copy has been produced and when no longer needed for reference, updating, revision, or dissemination, <i>whichever is later.</i> [Amended by R. More per K. Hampton, 8-8-2002]		
<i>cc Agency, DR, NWMW</i>			