REQUEST FOR RECORDS DisPOSITION AUTHORITY Issel instructions on reverse) Der Verlahm (MARA use only) DOB 1-0000EEE Der VolkeeE D'ATIONAL RACHUES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408 Der Verlahm (MARA use only) J FRÖM Agency or establishmenti U S Army Records Management and Declassification Agency Der Verlahm (Marka use only) J MADE OF RESON WITH WHOM TO CONFER Subject of the provision Der Verlahm (Marka use only) MADE OF RESON WITH WHOM TO CONFER Subject of the provision of the conference of the provision of the conference of the provision of the conference of the same of the sagency or will only 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 Management Division The Conference is attached, or he General Accounting Office, under the provisions of Title 8 of the GAO Manaul for Guudance of Federal Agencies, is not required; is attached, or he General Accounting Office, under the provisions of Title 8 of the GAO Manaul for Guudance of Federal Agencies, Not required; is attached, or the General Accounting Office, under the provision of the ECOUNT Stream (MARAUL) (Agencies, be public from the solder's individual Flight Record and Flight Certrate accounting Office are to the Office and period of the Board of the CAMP of the Counters of the FR Folder appropriate or neusion in the OMP F and and and period of the CAMP F the sold of the dividual This Bite folder Stream of the CAMP F the solder of the required of the Co				
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1 PROM (Agency or establishment) NOTIFICATION TO AGENCY 2 MAJOR SUBDIVISION In accordance with the provisions of 44 US Army Records Management and Declassification Agency In accordance with the provisions of 44 US Army Records Management Division In accordance with the provisions of 44 TWORT SUBDIVISION Second Management Division 4 MAME OF FERSION WITH WHOM TO CONFER 5. TELEPHONE and that the records proposed for disposal on the attached		ISTRATION (NIR)		<i></i>
U S A rmy Records Management and Declassification Agency U S C 3038 at Begistion request. BMIOR 5 UDDIVISION U S C 3038 at Begistion request. Records Management Division Interpreter and the second seco				AGENCY
4 NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE Date Anchives of the Uniterstrates Sandy Light 5. TELEPHONE Date Anchives of the Uniterstrates Configuration 1 ght 5. TELEPHONE Date Anchives of the Uniterstrates Configuration 1 ght 5. TELEPHONE Date Anchives of the Uniterstrates Configuration 1 ght 35376 Date Anchives of the Uniterstrates Configuration 1 an authorized to act for this agency in matters pertaining to the deposition of its records of the 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. Sign Argencies. is attached, or Inas been requested DATE Sign Argencies TITLE Sign Argencies. TITLE Diverse of the Manual for Guidance of Federal Agencies. Tree A DESCRIPTION OF ITEM AND PROPOSED DISPOSITION 9. GRS OF To Action Tree A DESCRIPTION OF ITEM AND PROPOSED DISPOSITION 9. GRS OF To Action Tree A DESCRIPTION OF ITEM AND PROPOSED DISPOSITION 9. GRS OF To Action The A DESCRIPTION OF ITEM AND PROPOS	2 MAJOR SUBDIVISION U S Army Records Management and Declassification A	Agency	U.S.C. 3303a the disposition	n request
Sandy Me-Intesh (703) 806.3445 1-14-03 June 1000000000000000000000000000000000000			for items that may be marke not approved" or "withdraw	d "disposition n" in column 10
6. AGENCY CERTIFICATION Interby certify that I am authorized to act for this agency in matters pertaining to the deposition of its records and that the records proposed for disposal on the attached	Sandy Mc-Intosh	(703) 806-3445	[A, AA,]	
I hereby certify that I am authorized to act for this agency in matters pertaining to the displosition of its records and that the records proposed for disposal on the attached 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,		3536	1-14-03 (14h-TU.	al
ITEM 8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION SUPERSEDED JOB CITATION TAKEN (NARA USE ONLY) Background A recommendation was made and approved by the HQDA proponent that the DA Form 759, Individual Flight Record and Flight Certificate, be pulled from the soldier's individual Flight Record (IFR) Folder at the Transition Center and sent to the Official Military Personnel Flie (OMPF) custodna for inclusion in the OMPF All information in the IFR Folder appropriate for inclusion in the OMPF is annotated on the DA Form 759 The remainder of the contents of the IFR Folder will be given to the soldier at time of separation The OMPF has been declared a permanent record by the Archivist of the U S Current instructions in AR 600-8-104 are to pull the DA 759 and include it in the documents contained in the OMPF This action, along with the requested changes to AR 600-8-104, AR 95-1, and FM 1-300 should amend the business process the get the DA 759 made part of the OMPF The current disposition says to: "Forward with the individual personnel records jacket on reassignment, change of duty status, retirement, discharge, or death of the individual "This file follows the aviator throughout their Army career and then is retured to ARPERSCOM for further processing If the aviator has a recall commitment after initial separation, ARPERSCOM holds the file until the recall commitment file indefinitely since the DA 759 is not PERMed and included in the OMPF This action formalizes the current business process for the IFR Folder C.C. Mageuey, W.R., WWHW. C.C. Mageuey, W.R., WWHW	of this agency or will not be needed after the retent the General Accounting Office, under the provisio Agencies, Is not required; DATE SIGNATURE OF AGENCY REPRE	tion periods specified, an ns of Title 8 of the GAO ched, or	d that written concurrence fr Manual for Guidance of Fed has been requested	om eral
proponent that the DA Form 759, Individual Flight Record and Flight Certificate, be pulled from the solder's Individual Flight Record (IFR) Folder at the Transition Center and sent to the Official Military Personnel File (OMPF) custodian for inclusion in the OMPF All information in the IFR Folder appropriate for inclusion in the OMPF is annotated on the DA Form 759 The remainder of the contents of the IFR Folder will be given to the solder at time of separation. The OMPF has been declared a permanent record by the Archivist of the U S Current instructions in AR 600-8-104 are to pull the DA 759 and include it in the separation package created at the Transition Center. It does not, however, include it in the documents contained in the OMPF. This action, along with the requested changes to AR 600-8-104, AR 95-1, and FM 1-300 should amend the business process the get the DA 759 made part of the OMPF. The current disposition says to: "Forward with the individual personnel records jacket on reassignment, change of duty status, retirement, discharge, or death of the individual This file follows the aviator throughout their Army career and then is retured to ARPERSCOM for further processing. If the aviator has a recall commitment after initial separation, ARPERSCOM holds the file until the recall commitment file indefinitely since the DA 759 is not PERMed and included in the OMPF. This action formalizes the current business process for the IFR Folder.	ITEM 8 DESCRIPTION OF ITEM AND PRO	POSED DISPOSITION	SUPERSEDED	TAKEN (NARA
<u>CC. (Lgeney, NK, Y)WMW</u> 115-109 NSN 7540-00-634-4064 STANDARD FORM 115 (REV. 3-91)	proponent that the DA Form 759, Individual Flig Certificate, be pulled from the soldier's Individual the Transition Center and sent to the Official Mil- custodian for inclusion in the OMPF All inform appropriate for inclusion in the OMPF is annotate remainder of the contents of the IFR Folder will of separation The OMPF has been declared a pe- of the U S Current instructions in AR 600-8-10 include it in the separation package created at the however, include it in the documents contained in with the requested changes to AR 600-8-104, AR amend the business process the get the DA 759 in current disposition says to: "Forward with the indi- jacket on reassignment, change of duty status, re- the individual " This file follows the aviator throot then is retired to ARPERSCOM for further proce- recall commitment after initial separation, ARPE- recall commitment period ends. As it stands righ- holding the entire file indefinitely since the DA 7 in the OMPF This action formalizes the current Folder	ht Record and Flight al Flight Record (IFR) Folde itary Personnel File (OMPF nation in the IFR Folder ed on the DA Form 759 The be given to the soldier at tim rmanent record by the Arch 4 are to pull the DA 759 and 5 Transition Center. It does in the OMPF This action, a 4 95-1, and FM 1-300 should hade part of the OMPF The dividual personnel records threment, discharge, or death ughout their Army career an essing If the aviator has a RSCOM holds the file until it now, ARPERSCOM is 59 is not PERMed and inclu) ene ivist i vist i not, long i e n of d the ided	
PREVIOUS EDITION NOT USABLE Prescribed by NARA	115-109 NSN 7540-00-634-4	1064 USABLE	STANDARD FORM	115 (REV. 3-91) Prescribed by NARA 36 CFR 1228

[REQUEST FOR RECORDS DISPUSITION AUTHORITY - CONTINUATION	JOB NUMBER	PAGE 2 OF 2
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR Superseded Job Citation	10 ACTION TAKEN (NARA USE ONLY)
1	<pre>FN: 95-1a(1) Title: Individual Flight Records and Flight Certificate-Army (DA Form 759) Privacy Act: A0095-1aTRADOC Description: Information providing a record of the experience of individuals piloting Army Aircraft that are included on the DA Form 759. Disposition: Code TEP. Event is upon separation. The Transition Center will pull the most current DA Form 759, Individual Flight Record and Flight Certificate-Army, from the Individual Flight Record Folder (IFRF) and forward it to the Official Military Personnel File (OMPF) Custodian for inclusion in the soldier's OMPF. The remainder of the IFRF will be given to the soldier upon separation processing at the Transition Center.</pre>	NC1-AU-82-15 NC-Au-75-Ц	JA 410103
2	<pre>FN: 95-1a(2) Title: Individual Flight Records Folder (IFRF) (DA Form 3513) Privacy Act: A0095-1aTRADOC Description: Information providing a record of the experience of individuals piloting Army Aircraft. Included are the individual flight records, aeronautical rating orders, flying status orders, suspension from flying status orders, qualification records, reports of annual physical examinations, and related records. Disposition: Code KE0. Event is upon separation. The Transition Center, after pulling the most current DA Form 759, Individual Flight Record and Flight Certificate-Army from the IFRF, will give the remainder of the IFRF to the soldier upon separation processing at the Transition Center.</pre>		\$ 416103
3	The electronic version of all records on this schedule that are created by electronic mail or word processing applications will be deleted when the file copy is generated or when no longer needed for reference or updating; whichever is later.		Per e-mail da Nel: 103 from Handy Light