

**REQUEST FOR RECORD POSITION AUTHORITY**  
(See Instruc. on reverse)

LEAVE BLANK

JOB NO

NC1 *AU* 77 143

DATE RECEIVED

**1 JUN 1977**

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

TO **GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)  
Department of the Army

2. MAJOR SUBDIVISION  
The Adjutant General's Office

3. MINOR SUBDIVISION  
Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER  
John Roach

5. TEL EXT  
693-1938

*2-21-78* *James B. Oldaker*  
Date Archivist of the United States

**6. CERTIFICATE OF AGENCY REPRESENTATIVE**

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 70 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

☐ **A Request for immediate disposal.**

☒ **B Request for disposal after a specified period of time or request for permanent retention.**

C. DATE <b>26 MAY 1977</b>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Guy B. Oldaker</i> GUY B. OLDAKER	E. TITLE Acting Chief, Records Management Division
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p><u>Civil Affairs Functional Records</u></p> <p>File descriptions and dispositions are contained in the attached <u>69</u> pages and relate to civil affairs/military governments administrated by the Department of the Army.</p> <p>Request approval of permanent retention.</p>		

115-107  
*sent to agency, NCRW, NNRB, NNGA, NNM, NNV - 2/22/78 TP*

**STANDARD FORM 115**  
Revised April, 1975  
Prescribed by General Services Administration  
FD-101 (41 CFR) 101-11.4  
*57 items*

**1602 . CIVIL AFFAIRS GENERAL ADMINISTRATION AND PLANNING  
FILES**

These files are created from the processes of planning and research in matters concerning the relationship between military forces and the civil authorities and population.

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1602-01</p>	<p>Civil affairs planning files. Documents relating to the development of the civil affairs part of operations plans. Included are estimates, annexes, directives, or other documents whose subject content relates to the government, civil population, and economy of areas in which Armed Forces are or may be employed. Such documents also form a part, or are preliminary to, the development of the operational and logistical sections of war plans.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>HISTORICAL.</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p><i>FIELD MANUALS 30-602, 30-103 and 101-65</i> <i>ARMY Regulations 310-25 &amp; 350-25</i></p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1602-02</p>	<p>Civil affairs research files. Documents reflecting research in the governmental, economic, cultural, social or other conditions or problems that result from warfare in areas where Armed Forces may be or are employed. Included are studies, statistical data, reports, and similar documents.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Statistical</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

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WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1602-03</p>	<p>Project review files. Documents pertaining to proposed projects of local enterprises where U.S. assistance is requested. Included are survey reports, work plans, comments, and related papers.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Planning</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1602-05</p>	<p>Advisory panel and board files. Documents created as a result of meetings of appointed panels and boards to plan for or to resolve special problems. Included are documents reflecting evaluations, appraisals, studies, and recommendations. Also included are minutes of meetings, reports, and similar documents.</p> <p>Office of the panel or board secretariat: Permanent.</p> <p>Other offices: Destroy when superseded, obsolete, or no longer needed for reference, whichever is first.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Planning</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: 27 MAY 1977</p>	<p>ANALYST: John O. Roach, II PHONE: 31938</p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1602-09</p>	<p>Economic aid programing files. Documents relating to the planning, evaluation, and implementation of economic development programs and operational plans. They include studies, statistical and cost data, performance data, background or historical information, drafts of completed plans, guidelines for future plans, and similar documents.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Planning, Operations,</p>
<p>7. REQUIRING DIRECTIVE</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, III</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

1. AR 340-18- <u>66</u>  FILE NUMBER AND  DESCRIPTION.  1602-10	Disaster program files. Documents relating to the availability of funds to provide financial assistance in the event of disaster. They include experience, statistical, and cost data; status of funds, reports; forecasts of future requirements; and similar documents.  Permanent. WITHDRAWN
2. ORGANIZATIONAL  LOCATION.	<i>NONE</i>
3. CURRENT VOLUME.	<i>- 0 -</i>
4. ANTICIPATED ANNUAL INCREASE.	<i>- 0 -</i>
5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).	<i>NONE</i>
6. JUSTIFICATION FOR PERMANENT RECORDS.	<i>Historical, Planning, Statistical</i>
7. REQUIRING DIRECTIVE.	Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25
8. RECORDS WILL BE OFFERED.	The permanent files described above will be offered to the National archives ____ years after creation.
9. ADDITIONAL REMARKS.	
DATE: <u>27 MAY 1977</u>	ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u>



BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

1. AR 340-18- <u>16</u>  FILE NUMBER AND  DESCRIPTION.  <u>1602-11</u>	Budget authorization files. Documents pertaining to Department of the Army actions in obtaining Congressional authorizations for budgets dealing exclusively with civil affairs activities. Permanent.  <u>WITHDRAWN</u>
2. ORGANIZATIONAL  LOCATION.	<u>NONE</u>
3. CURRENT VOLUME.	<u>- 0 -</u>
4. ANTICIPATED ANNUAL INCREASE.	<u>- 0 -</u>
5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).	<u>NONE</u>
6. JUSTIFICATION FOR PERMANENT RECORDS.	<u>Historical, Statistical</u>
7. REQUIRING DIRECTIVE.	Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25
8. RECORDS WILL BE OFFERED.	The permanent files described above will be offered to the National archives <u>25</u> years after creation.
9. ADDITIONAL REMARKS.	
DATE: <u>27 MAY 1977</u>	ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u>

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WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1602-12</p>	<p>Budget formulation files. Documents pertaining to Department of the Army actions in formulating budgets dealing exclusively with civil affairs through and including the following formulation activities: preparation and issuance of program and budget guidance, preparation and budget estimates, approval and forwarding of the budget to DOD and BOB, and ending with the BOB allowance letters.</p> <p><del>Permanent.</del> WITHDRAWN</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>-0-</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>-0-</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Planning, Statistical</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Rogch, II</u> PHONE: <u>31938</u></p>

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WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u> FILE NUMBER AND DESCRIPTION.</p> <p>1602-13</p>	<p>Budget presentation files. Documents dealing with actions in the presentation of budgets, dealing exclusively with civil affairs, to Congressional Appropriations Committees.</p> <p><del>Permanent.</del> WITHDRAWN</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Statistical</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

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1. AR 340-18- <u>16</u>  FILE NUMBER AND  DESCRIPTION.  1602-14	Budget execution files. Documents dealing with actions, commencing with efforts to obtain apportionment of funds by the BOB, to execute budgets dealing exclusively with civil affairs, including budgetary, funding, and re-programing.  <del>Permanent.</del> <u>WITHDRAWN</u>
2. ORGANIZATIONAL  LOCATION.	<i>NONE</i>
3. CURRENT VOLUME.	<i>- 0 -</i>
4. ANTICIPATED ANNUAL INCREASE.	<i>- 0 -</i>
5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).	<i>NONE</i>
6. JUSTIFICATION FOR PERMANENT RECORDS.	<i>Historical, Planning, Statistical</i>
7. REQUIRING DIRECTIVE.	Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25
8. RECORDS WILL BE OFFERED.	The permanent files described above will be offered to the National archives <u>25</u> years after creation.
9. ADDITIONAL REMARKS.	
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<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1602-15</p>	<p>Civilian supply program files. Documents created at Headquarters, Department of the Army, which relate to the civil affairs program for the procurement of supplies and services in designated areas.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Planning, Statistical</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John C. Rouch, II</u> PHONE: <u>31538</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1602-16</p>	<p>Politico-military affairs files. Documents created at Headquarters, Department of the Army, which contain data on the political impact of deployments and provide guidance on political oriented operations.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Operational - Planning</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18-<u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1602-17</p>	<p>Civil affairs policy files. Documents created at Headquarters, Department of the Army, which contain basic policy data regarding civil affairs actions. Files consist of records relating to the establishment, revision, and implementation of basic political, economic, legal, and fiscal policies. These files do not include records filed under other file numbers of AR 340-18-16 that relate to narrower policies and/or activities.</p> <p>PERMANENT</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Operational Planning</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

**1603    LIAISON ACTIVITIES FILES**

These files relate to the function of liaison between United States officials and local authorities, foreign governments, and other U.S. Government agencies.



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<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1603-04</p>	<p>Foreign government activity files. Documents relating to the activities of foreign governments through both accredited and nonaccredited representatives or agents. They include copies of agreements and records of open or undercover activities having social, economic, or political implications.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Economic,</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

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<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1603-05</p>	<p>Municipality organization planning guidance activity files. Documents relating to the guidance given to local authorities in planning the organization or reorganization of municipalities. Included are studies, statistical data, reports of recommendations made, action taken, and similar documents.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, planning, statistical</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
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WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

1. AR 340-18- <u>16</u> FILE NUMBER AND DESCRIPTION.  1603-07	International relations files. Documents relating to activities involving international relations, such as trust territories, boundaries, fishing vessels, awards with political implications, and similar matters.  Permanent.
2. ORGANIZATIONAL LOCATION.	NONE
3. CURRENT VOLUME.	- 0 -
4. ANTICIPATED ANNUAL INCREASE.	- 0 -
5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).	NONE
6. JUSTIFICATION FOR PERMANENT RECORDS.	Historical, economic
7. REQUIRING DIRECTIVE.	Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25
8. RECORDS WILL BE OFFERED.	The permanent files described above will be offered to the National archives <u>25</u> years after creation.
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DATE: <u>27 MAY 1977</u>	ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u>

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WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1603-06</p>	<p>Flag control files. Documents relating to policy and regulations on the use and display of the American flag and flags of other nations, when appropriate. Included are directives, requests for information, petitions and complaints, and similar documents.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

#### **1604      LEGAL ACTIVITY FILES**

The files described in this section relate to the advice and assistance provided to foreign governments and public agencies in the development of legal policies and procedures, effective judicial proceedings, and sound and beneficial legislative actions. Also, where appropriate or applicable, the files relate to investigations and settlement of claims and similar matters.

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1604-01</p>	<p>Legislative act background files. Documents relating to acts of legislative bodies in foreign lands affecting the interest of the United States. Included are drafts of proposed or approved bills or amendments, studies, or recommendations, and where applicable, letters of approval or disapproval, or comments.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, planning</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives ____ years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1604-02</p>	<p>Family registration guidance files. Documents relating to local laws governing family registration systems. They include policy guidance, opinions, correspondence on case history, and similar papers.</p> <p><del>Permanent</del> <b>WITHDRAWN</b></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Social, Legal, Economic</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1604 03</p>	<p>Change of status files. Case files maintained alphabetically by name of head of family or of single individual. They contain, along with the application, sustaining documents such as proof of employment or income, proof of time of arrival, and similar related documents which satisfy applicable ordinances. Also included are applications for transfer of family register which is predicated on approval of permanent residence.</p> <p><del>Information</del> <b>WITHDRAWN</b></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Legal, social</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>



BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u> FILE NUMBER AND DESCRIPTION.  1604-04</p>	<p>Claim management files. Documents accumulated in the general administration of claims of all types to be disposed of by local Department of the Army authorities.</p> <p><del>Personnel</del> <u>WITHDRAWN</u></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><u>NONE</u></p>
<p>3. CURRENT VOLUME.</p>	<p><u>- 0 -</u></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><u>- 0 -</u></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><u>NONE</u></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><u>Historical, Legal</u></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

1. AR 340-18- <u>16</u>  FILE NUMBER AND  DESCRIPTION.  1604-06	Land tribunal case files. Case files relating to individual petitions filed from cases of condemnation by the United States of foreign lands. They include transcripts of hearings and final determinations on cases heard  <del>Permanent</del> <b>WITHDRAWN</b>
2. ORGANIZATIONAL  LOCATION.	<i>NONE</i>
3. CURRENT VOLUME.	<i>- 0 -</i>
4. ANTICIPATED ANNUAL INCREASE.	<i>- 0 -</i>
5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).	<i>NONE</i>
6. JUSTIFICATION FOR PERMANENT RECORDS.	<i>Historical, Legal, Economic,</i>
7. REQUIRING DIRECTIVE.	Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25
8. RECORDS WILL BE OFFERED.	The permanent files described above will be offered to the National archives <u>25</u> years after creation.
9. ADDITIONAL REMARKS.	
DATE: <u>27 MAY 1977</u>	ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1604-07</p>	<p>Land tribunal final determination files. Original copies of final determinations issued on appeals. Included are documents reflecting the title of action, terms of leasehold interest and the amounts deposited as just compensation or other pertinent statement, and similar information.</p> <p><del>Permanent</del></p> <p>WITHDRAWN</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, legal</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>87 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1601 15</p>	<p>Land acquisition files. Documents relating to United States interest in land, improvements, crops, and similar interests. Included are certificates of confirmation; declarations of taking; property appraisal lists; correspondence leading to acquisition and re-settlement; and similar matters.</p> <p><del>For use only. WITHDRAWN</del></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>-0-</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>-0-</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Social, Legal</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1604-16</p>	<p>Land utilization files. Documents relating to the use of United States leased property for farming purposes by the local populace, clearance of crops or improvements from property, reports of removal of encroachments, correspondence relating to granting temporary use by Federal agencies, and similar or related documents.</p> <p><del>Proposed</del> <b>WITHDRAWN</b></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Legal, Social, Economic -</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31538</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1604-17</p>	<p>Land rental program files. Documents relating to reimbursement made to owners for properties held under lease by the United States.</p> <p><del>Permanent</del> <b>WITHDRAWN</b></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Legal, Economic, Social</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1604-18</p>	<p>Land release and transfer files. Documents relating to the release and restoration of land and property held by the United States. Included are notices of termination of lease, restoration liability, interservice transfers, agreements, and comparable or related documents.</p> <p><del>Permanent</del> <b>WITHDRAWN</b></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>-0-</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>-0-</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Legal, Social</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>46</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1604-19</p>	<p>Real property custodian files. These files relate to the use and disposition of properties taken by the United States during time of war.</p> <p><del>Permanent</del> <b>WITHDRAWN</b></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Legal, Economic, Social</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31538</u></p>



BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1604-20</p>	<p>Civil aviation files. Documents created at Headquarters, Department of the Army which relate to policies, procedures, and similar matters involving civil aviation and navigational aids as they affect civil affairs.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Legal, Social</i></p>
<p>7. REQUIRING DIRECTIVE</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>8 7 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1604-21</p>	<p>Postal agreement files. Documents created at Headquarters, Department of the Army which relate to civil affairs postal agreements, philately, and postal savings matters.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Legal, Social</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

## **1605      PUBLIC SAFETY FILES**

The files described in this section accumulate from the general promotion of public order and public safety in foreign lands. They are created primarily from a process of providing guidance and assistance, and, when appropriate, from the supervision and control exercised by U.S. authorities. These files relate to vice control, subversive activities, incidents involving U.S. forces personnel, police activities, fire protection, rescue operations, vehicle safety, and boat registration.

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1605-01</p>	<p>Vice control guidance files. Documents relating to guidance provided to a local government for control of prostitution, smuggling, narcotics, black marketing, and similar vices. Included are reports, studies, records of recommendations made and actions taken, and similar documents.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Social</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u> FILE NUMBER AND DESCRIPTION.</p> <p>1605-02</p>	<p>Subversive activity files. Documents relating to active participation of groups or individuals in parades, demonstrations, riots, and political rallies of a subversive nature. Included are reports press accounts, editorials, and similar material.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Legal, Social</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1605-03</p>	<p>Major incident report files. Documents relating to a variety of incidents involving United States forces personnel which are likely to be exploited as anti-American propaganda. The files include reports, accounts of incidents resulting in violence and bodily harm, information on public opinion or reaction, and similar documents.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Legal, Social</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1605-06</p>	<p>Counterfeiting activity suppression files. Documents relating to the establishment of measures for the suppression of counterfeiting activities, development of procedures for investigations, and cooperation between U.S. personnel and local authorities. Included are instructions; reports; records of transmittal of counterfeit currency, stamps, and negotiable bonds to appropriate U.S. agencies; copies of correspondence with the U.S. Treasury and State Department, the U.S. Secret Service, and local and foreign police agencies; and similar documents.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Legal, Economic</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

**1606 PUBLIC HEALTH FILES**

These files are created as a result of direct participation of Department of the Army personnel in the general administration, supervision, and control, where appropriate, of activities relating to public health in foreign lands.



BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

1. AR 340-18- <u>16</u>  FILE NUMBER AND  DESCRIPTION.  1606-06	Geneva narcotic report files. Copies of the following reports with directly related and supporting documents: Quarterly Statistics of Imports and Exports, Annual Statistics of Imports and Exports, Annual Statistics of Production and Manufacture, Annual Statistics of Consumption, Annual Statistics of Confiscations Effected on Account of Illicit Import or Export, Annual Statistics of Stocks, Annual Estimate of Narcotic Drugs, and Working of International Treaties on Narcotic Drugs.  Permanent.
2. ORGANIZATIONAL  LOCATION.	NONE
3. CURRENT VOLUME.	-0-
4. ANTICIPATED ANNUAL INCREASE.	-0-
5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).	NONE
6. JUSTIFICATION FOR PERMANENT RECORDS.	Historical, Legal, Statistical
7. REQUIRING DIRECTIVE.	Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25
8. RECORDS WILL BE OFFERED.	The permanent files described above will be offered to the National archives <u>25</u> years after creation.
9. ADDITIONAL REMARKS.	
DATE: <u>27 MAY 1978</u>	ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u>

**1607      PUBLIC WELFARE FILES**

These files are created as a result of direct participation of Department of the Army personnel in the general administration, supervision, and control, where appropriate, of activities relating to public welfare in foreign lands.

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18-<u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1607-09</p>	<p>Photographic files. These files consist of photo negatives and prints depicting current and past programs, activities, events, and individuals involved in the political, economic, and social well-being of populations under the Department of the Army civil affairs program.</p> <p>Retention. <i>original Negatives and Prints [redacted] selected by US Army Audiovisual Agency: PERMANENT</i></p> <p><i>Other negatives &amp; prints: TEMPORARY. Destroy in CFA after 2 years. Earlier disposal is authorized.</i></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Social, Economic</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, H</u> PHONE: <u>31938</u></p>

**1608 PUBLIC FINANCE FILES**

These files are maintained in offices having functional responsibility for guidance, monitoring, or control, as appropriate, over the financial management of an area or program.

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18-<u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1608-01</p>	<p>Banking facilities files. Documents containing information to be used in providing guidance to governments for the establishment of controls over banking facilities, to promote and enforce regulations, and to organize and conduct training of bank examination personnel. These files include information on legal reserve depositories, reports and studies of banking consultants, statistical data, records of positions for extension of period for writing off loans and experiences with bad loans, records of recommendations made and action taken, and similar documents.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Economic</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31538</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1608-02</p>	<p>Bank control files. Documents relating to the monitorship and control of a given bank, when appropriate. They consist of basic directives on policy and procedures; background information on personnel; credit programs; investments prospectuses; reports, resolutions of board of directors; requests, approvals and disapprovals for loans beyond charter limits; and similar documents.</p> <p><del>Permanent</del> Retire when no longer needed for current operations, except as described below. <b>WITHDRAWN</b></p> <p>Monthly reports and resolutions of board of directors: destroy after 2 years.</p> <p>Case files on proposed loans beyond charter limits: destroy 1 year after repayment of loan.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Legal, Economic</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1603-05</p>	<p>Development loan corporation files. These files are created in areas where the United States gives financial support, through loans, for the development of housing, private business, or municipalities. The documents relate to guidance, supervision, and control. They include loan programs, loan and administrative budgets, policy on writeoff procedures, loan applications and investigation of loan applicants, loan guarantee instruments, minutes of meetings, reports, and similar documents.</p> <p>Permanent. Retire when no longer needed for current operations, except as described below. <b>WITHDRAWN</b></p> <p>Loan application and loan guarantee: Destroy 1 year after repayment of loan.</p> <p>Minutes of meetings: Destroy after 5 years.</p> <p>Reports: Destroy after 3 years.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Legal, Economic, Social</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>46</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1608-06</p>	<p>Foreign trade and investment policy files. Documents relating to the development, promulgation, and, where applicable, to the supervision and control of foreign trade and investments. These files are used to provide guidance, promote trade and investments, and to raise foreign exchange receipts and industrial development to a maximum. Included are studies on international currency, reports, directives, statistics, applications and inquiries, correspondence, and similar documents.</p> <p>Permanent. Retire when no longer needed for current operations.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>-0-</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>-0-</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Planning, Economic, Social</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31538</u></p>



BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1608-10</p>	<p>Municipality program files. These files accumulate where a special fund for assistance to municipalities is established. They consist of documents relating to projects for the construction of water systems, the improvement of roads, construction of drainage systems, and similar projects. The files include petitions, engineering estimates and plans, coordinations, analyses, records of grants or disapprovals, and similar documents.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Social, Legal, Economic, Planning</i></p>
<p>7. REQUIRING DIRECTIVE</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Rouch, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1608-11</p>	<p>Local government budget guidance or approval files. Documents created in formulating and providing budgetary guidance to local governments or, if applicable, to review and give final approval to a proposed general or special account budget. They include instructions, studies, estimates, proposals, approvals and disapprovals, and similar documents.</p> <p><del>Permanent</del> <u>WITHDRAWN</u></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Economic, Statistical</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1608-12</p>	<p>Resettlement program files. Documents relating to a program designed to provide financial assistance to families affected by the U.S. forces land acquisition. They include program justification; fund requirements; reports (cost, status and progress); studies and surveys; correspondence; and similar documents.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Economic, Legal, Social</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>87 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

1. AR 340-18- <u>16</u>  FILE NUMBER AND  DESCRIPTION.  1608-13	Foreign economic assistance files. Documents relating to guidance given to local authorities when negotiating with foreign governments for financial assistance. Where appropriate, the documents also may relate to negotiations between United States and foreign representatives. They include records of conferences, minutes of meetings, coordinations, copies of agreements, and similar documents.  Permanent.
2. ORGANIZATIONAL  LOCATION.	NONE
3. CURRENT VOLUME.	-0-
4. ANTICIPATED ANNUAL INCREASE.	-0-
5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).	NONE
6. JUSTIFICATION FOR PERMANENT RECORDS.	Historical, Economic, Social
7. REQUIRING DIRECTIVE.	Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25
8. RECORDS WILL BE OFFERED.	The permanent files described above will be offered to the National archives <u>25</u> years after creation.
9. ADDITIONAL REMARKS.	
DATE: <u>27 MAY 1977</u>	ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u>

## **1609      GENERAL FUND FILES**

**These files relate to the overall management of the General Fund. The management of the General Fund includes accounting for revenues from petroleum operations, corporations, and other minor sources. Expenditure accounting includes corporation reinvestments, petroleum subsidies, capital contribution to corporations, disaster relief, economic development, public works, special municipal assistance, petroleum facilities, and other normal expenditures.**

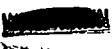
BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

1. AR 340-18- <u>16</u>  FILE NUMBER AND  DESCRIPTION.     1609-01	General Fund program formulation files. Documents relating to the formulation, review, approval, and operation of the General Fund program. They include program and budget documents and relate review comments and approvals.  <del>Permanent.</del> WITHDRAWN
2. ORGANIZATIONAL  LOCATION.	NONE
3. CURRENT VOLUME.	- 0 -
4. ANTICIPATED ANNUAL INCREASE.	- 0 -
5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).	NONE
6. JUSTIFICATION FOR PERMANENT RECORDS.	Historical, planning, economic
7. REQUIRING DIRECTIVE.	Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25
8. RECORDS WILL BE OFFERED.	The permanent files described above will be offered to the National archives <u>25</u> years after creation.
9. ADDITIONAL REMARKS.	
DATE: <u>27 MAY 1977</u>	ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u>

**1610 PUBLIC EDUCATION FILES**

These files relate to guidance given to authorities in foreign lands dedicated to the betterment of education and training standards in institutions of learning and in vocational fields. These files also relate to action taken by U.S. officials in providing direct aid to individual students and institutions.

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>66</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1610-05</p>	<p>University program guidance files. Documents relating to guidance given to local universities including participation of U.S. officials in board or trustee's meetings and decisions, if appropriate. Included are minutes of meetings, studies and reports, correspondence, and similar documents.</p> <p><del>Permanent.</del>  <b>PERMANENT</b></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Social</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>



BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1610-08</p>	<p>Scholarship to American institution files. Documents relating to scholarships granted to native students by U.S. entities to attend American institutions of learning. Included are coordination, individual background and medical information, records of selections, procedures for arrangements, records of departure, attendance and return, cost data, correspondence and similar documents.</p> <p>Permanent: <u>WITHDRAWN</u></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Social</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>66</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1610-12</p>	<p>English language training files. Documents relating to the program of English language training either partially or wholly financed by the U.S. Government. Included are charters; bylaws; minutes of board meetings; financial reports; management reports; documents relating to procurement of plant, equipment, and personnel; and similar documents.</p> <p><u>Permanent.</u> <u>WITHDRAWN</u></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Social</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

#### **1611    LABOR RELATIONS FILES**

The files described in this category are accumulated and maintained by Department of the Army personnel concerned with labor relations and labor management in foreign lands. The files relate to guidance in labor affairs provided to government and industry, and, where appropriate, to contracts for, and management of local labor employed by the United States.

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p><small>4 MC 170.</small> 1611-01</p>	<p><i>Labor relations program files. Documents created in establishing, influencing and promulgating the organization, policies, functions, responsibilities, principals, and goals for labor forces in foreign lands. Included are studies; reports, statistical data; records of labor movement trend problems, and labor legislation; and similar documents.</i></p> <p><i>Permanent.</i></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Planning, statistical, social</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Rouch, II</u> PHONE: <u>31938</u></p>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

1. AR 340-18- <u>16</u>  FILE NUMBER AND  DESCRIPTION.  1611-02	Labor council management files. Documents providing a record of activities of councils, boards, and committees organized to study and resolve labor problems or to evaluate conditions and recommend improvements. Included are minutes of meetings, records of decisions and recommendations, records of progress and gains, and similar documents.  Permanent.
2. ORGANIZATIONAL  LOCATION.	<i>NONE</i>
3. CURRENT VOLUME.	<i>- 0 -</i>
4. ANTICIPATED ANNUAL INCREASE.	<i>- 0 -</i>
5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).	<i>NONE</i>
6. JUSTIFICATION FOR PERMANENT RECORDS.	<i>Historical, social</i>
7. REQUIRING DIRECTIVE.	Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25
8. RECORDS WILL BE OFFERED.	The permanent files described above will be offered to the National archives <u>25</u> years after creation.
9. ADDITIONAL REMARKS.	
DATE: <u>27 MAY 1977</u>	ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u>

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1611-07</p>	<p>Employee compensation claim case files. Documents created in areas where Department of the Army officials have arbitrating authority. The files relate to workmen's compensation claims and include records of claims, investigations, and dispositions; reports from insurance carriers; statistical data; transcripts of hearings; and similar documents.</p> <p><del>Permanent.</del> <u>WITHDRAWN</u></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Statistical, Legal</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

**1614      COMMERCE AND INDUSTRY FILES**

These files accumulate from a process of providing guidance, assistance, and control, where appropriate, for the development of indigenous commerce and industry in a foreign country, territory, or area.

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1614-01</p>	<p>Industry and commercial enterprise guidance files. Documents relating to the development of local commerce and the management and operation of industrial plants. Included are studies of existing commerce and industry, surveys and statistical data, and proposals for expansion. Operational records consist of lists of importers and exporters, and information on concessions, handicrafts, and local products. These files may be subdivided into "commerce" and "industry" and further divided with subtitles such as "commercial enterprises," "tourism," "plants," and projects.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>NONE</p>
<p>3. CURRENT VOLUME.</p>	<p>- 0 -</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>- 0 -</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>NONE</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Historical, Economic, Statistical</p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>



BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1614-02</p>	<p>Trade policy and procedure files. Documents relating to policy and procedures for the control of trade. They include regulatory and instructional material; minutes of meetings; reports on recommendations made to local authorities; statistics on imports, exports, sales, and resales; rules on the establishment of restrictions or free trade zones, as applicable; and similar documents.</p> <p>Permanent.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Economic, Social, Statistical</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

**1618      EMIGRATION AND IMMIGRATION FILES**

These files accumulate from the processes of providing guidance, or, where appropriate, regulating, supervising, and controlling emigration and immigration in foreign lands.

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1618-01</p>	<p>Entry and exit control files. These files are created only by elements authorized to exercise control over entry into and exit from a foreign area or territory. They consist of documents relating to policy on travel abroad by local individuals, members of certain organizations, business groups, and government political figures; cases establishing precedence; regulations and procedures for registration, deportation, and change of status; and procedures for entry and registry requirements for U.S. citizens and foreign national military personnel.</p> <p><del>Permanent</del> <u>WITHDRAWN</u></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, Social</i></p>
<p>7. REQUIRING DIRECTIVE.</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>

**1619<sup>f</sup> CIVIC ACTION FILES**

These files are created as a result of actions taken by U.S. military personnel (and to a lesser extent by U.S. civilians) in cooperation with foreign military and civil authorities, agencies, or groups for the socioeconomic well-being and improvement of the civil community. The objective of civic action is the building and reinforcing of mutual respect and fellowship between the indigenous civil and military community. The files are accumulated by civil affairs staff elements and/or civil affairs detachments assigned to major commands, intermediate commands, military assistance advisory groups or military missions, and by the Department of the Army staff agency responsible for staff supervision of civil affairs activity.

*Note:* Documents created in, or as a result of planning and conducting the civil affairs aspects of military operations (e.g. development of the Civil Affairs part of operational plans, actions taken to reestablish government in liberated areas, and the supervision and control of government in occupied areas) are described elsewhere in AR 340-18-16.

BACKGROUND INFORMATION TO BE ATTACHED AS AN INCLOSURE TO STANDARD FORM 115  
WHEN REQUESTING NARS APPROVAL FOR PERMANENT RETENTION OF A FILE SERIES.

<p>1. AR 340-18- <u>16</u></p> <p>FILE NUMBER AND DESCRIPTION.</p> <p>1619-02</p>	<p>Civic Action project files. Documents created in planning, co-ordinating, and controlling nationally directed civic action projects, including those accomplished by civil affairs mobile training teams. Included are requests for assistance; studies and plans of action; progress, briefing, and final progress reports; and similar or related documents.</p> <p>Office performing Army-wide staff responsibility: Permanent. Cut off on completion of project.</p> <p>Offices at HQ of major commands and offices at the local level: Destroy after 6 years.</p> <p>Other offices: Destroy after 2 years.</p> <p><i>withdrawn</i></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p><i>NONE</i></p>
<p>3. CURRENT VOLUME.</p>	<p><i>- 0 -</i></p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p><i>- 0 -</i></p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p><i>NONE</i></p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p><i>Historical, planning, social-</i></p>
<p>7. REQUIRING DIRECTIVE</p>	<p>Field Manuals 30-102, 30-103 and 101-05 Army Regulations 310-25 and 350-25</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives <u>25</u> years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	
<p>DATE: <u>27 MAY 1977</u></p>	<p>ANALYST: <u>John O. Roach, II</u> PHONE: <u>31938</u></p>