

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

*Rev. 7/5/75*

LEAVE BLANK	
JOB NO  NC1-330-79-11	
DATE RECEIVED July 11, 1979	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
12-19-79 <i>James E. O'Neil</i> Date <i>acting</i> Archivist of the United States	

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

1 FROM (AGENCY OR ESTABLISHMENT)

Office of the Secretary of Defense

2 MAJOR SUBDIVISION

Washington Headquarters Services

3 MINOR SUBDIVISION

Records Management Division

4 NAME OF PERSON WITH WHOM TO CONFER

J. E. Haines

5. TEL EXT

695-0970

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 1 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	D SIGNATURE OF AGENCY REPRESENTATIVE	E TITLE
28 Jun 79	<i>James S. Nash</i>	Records Administrator

  

7 ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10 ACTION TAKEN
Addition	to OSD Administrative Instruction No. 15		
1700	United States Court of Military Appeals. General. Court-martial records of trial originating in the Military Departments reviewed in the United States Court of Military Appeals, consisting of the pretrial, trial, and post-trial procedures, actions by the convening authorities, and decisions of the Court of Military Review. Original record of trial is returned to the originating service after final action.		(new items)
1701	Appellate and original documents and pleadings consisting of certificates for review, petitions for review, petitions for extraordinary relief, orders, briefs, miscellaneous motions, and the final actions.		
1701.1	Appeals withdrawn or resulting in denial or dismissal. Transfer to the WNRC when 5 years old. Destroy when 50 years old.		
1701.2	Certificates and appeals granted. Transfer to the WNRC when 5 years old. <i>Destroy when 50 years old.</i>		
1701.3	Petitions for extraordinary relief. Transfer to the WNRC when 5 years old. <i>Destroy when 75 years old.</i>		
1702	Judges' sheets consisting of central staff memoranda of law, vote sheets, and similar internal working documents. Transfer to the WNRC when 5 years old. Destroy when 50 years old.		

*Changes made with concurrence of J. Haines (OSD)*

115-102

STANDARD FORM 115  
Revised April, 1975  
Prescribed by General Services  
Administration  
FPMR (41 CFR) 101-11.4

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WFO  
copy to  
close out  
12-26-79*

*jr 12/13/75*