

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-330-80-11

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Item 1 (FN 102-19/1) is superseded by N1-330-11-010.

Item 2 (FN 102-19/2) is non-record material.

Date Reported: 04/13/2021

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

8/12/80
LEAVE BLANK

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	
6 Aug 80	James S. Nash	Records Administrator	
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
102-19	<p><u>Description of Records</u></p> <p>Special Studies.</p> <p>1. Reports, correspondence, pertaining to formal inquiries or investigations for other than personnel or security reasons. Documents accumulated by special task forces or committees appointed for these tasks which do not fall in other identifiable functional areas.</p> <p>2. Reference and other non-record material accumulated in the study.</p>	<p><u>Authorized Disposition Instruction</u></p> <p>1. Permanent. Reports of the task groups or committee. Transfer to WNRC when no longer required for reference. Offer to NARS when 30 years old.</p> <p>2. Destroy when no longer required for reference.</p>	2 items

115-107

Closed Out: 1-26-81: K.T.D.
Copy sent to Agency, NCW, NNB; NNM

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