

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

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
WASHINGTON, DC 20408

1. FROM (Agency or establishment)  
Defense Logistics Agency

2. MAJOR SUBDIVISION  
Staff Director, Administration

3. MINOR SUBDIVISION  
Planning and Resource Management Division

4. NAME OF PERSON WITH WHOM TO CONFER  
Judith S. Saulnier

5. TELEPHONE  
(703) 274-6234

**LEAVE BLANK (NARA use only)**

JOB NUMBER  
NI-361-93-7

DATE RECEIVED  
6-14-93

**NOTIFICATION TO AGENCY**

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE ~~ACTED~~ ARCHIVIST OF THE UNITED STATES  
2/28/94 Raymond A. Mader

6. AGENCY CERTIFICATION

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 0 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,

is not required;  is attached; or  has been requested.

DATE: 9 JUN 1993

SIGNATURE OF AGENCY REPRESENTATIVE: *Prutan B. Spul*

TITLE: Chief, Administrative Management Div

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>Disposal authority is requested for the following new file series to be added to Defense Logistics Agency's records schedule, DLAM 5015.1, Files Maintenance and Disposition.</p> <p>212.70 Base Realignment and Closure Commission (BRAC) Files. Briefing materials, agendas and minutes of executive group meetings, staff studies, program evaluations, data call responses, system documentation, analyses and comparisons, staff reports, internal and external audit results, copies of reports forwarded to higher headquarters, correspondence, background materials, and other directly related material pertaining to the agency's recommendations to the DoD Base Realignment and Closure Commission.</p> <p>a. HQ DLA. Permanent. Transfer to the National Archives when 30 years old.</p> <p>b. Other activities. Destroy after 5 years or when no longer needed for reference, whichever is later.</p> <p>These files are arranged by subject. Annual accumulation: 8 cu ft</p> <p><i>Routine and facilitative records covered by the GRS will be destroyed at the time of archival processing.</i></p>	NEW	<p><i>see changes made per telephone conversation of January 7, 1994, between Judith S. Saulnier (DLA) and David A. Langhart (NARA).</i></p> <p><i>DLA Langhart, NIRM</i></p>

Send to Agency, NN-W, NNT, NCF, NIA 3/9/94