

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO. NI-374-89-41	DATE RECEIVED 7/5/89
1. FROM (Agency or establishment) Defense Nuclear Agency		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Directorate for Command Services, Asst for Log & Engr		In accordance with the provisions of 44 U.S.C 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required. <i>act</i>	
3. MINOR SUBDIVISION Support Services Division			
4. NAME OF PERSON WITH WHOM TO CONFER Pauline E. Korpanty	5. TELEPHONE EXT. 325-1162	DATE 9/27/89	ARCHIVIST OF THE UNITED STATES <i>Claudia M. Miller</i>
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 3 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or unnecessary.

B. DATE	C. SIGNATURE OF AGENCY REPRESENTATIVE	D. TITLE	
21 Jun 89	<i>Pauline E. Korpanty</i>	DNA Records Management Officer	
7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>		9. GRS OR SUPERSEDED JOB CITATION
1	210 MILITARY HISTORY PROGRAM AND OPERATIONS FILES. (See pages 210-1 and 210-2 of attached revised schedule)		(NC1-374-81-9, 210; added items 210.01, 210.02, & 210.07)
			10. ACTION TAKEN <i>(NARS USE ONLY)</i>

210 **MILITARY HISTORY PROGRAM AND OPERATIONS FILES.** These files include important historical documents that accumulate in offices which have the overall agency responsibility for the military history program. (NC1-374-81-9, 210)

NOTE: Other than those covered by Items 210.01, 210.05, and 210.06, all records described in this schedule are authorized for disposal in both hard copy and electronic forms, as provided in GRS 20, Electronic Records, and GRS 23, Records Common to Most Offices Within Agencies.

210.01 **HISTORICAL BACKGROUND MATERIAL FILES.** Documents used as the background or basis for published historical volumes. Included are internal critiques and outside reviews; the first complete typed draft of the manuscript; special research studies, including pertinent compilations of statistics and charts; personnel diaries, transcripts of personal interviews, memoirs, and personal correspondence between authors and participants; and security and statistical clearance documents. (RESUBMITTED ITEM)

Proposed Disposition

PERMANENT. CUT OFF ON PUBLICATION OF VOLUME. TRANSFER TO WNRC 5 YEARS AFTER CUTOFF. OFFER TO NATIONAL ARCHIVES IN 5-YEAR BLOCKS WHEN 20 YEARS OLD (e.g. 1985-1989 BLOCK IN 2010).

210.02 **HISTORIANS SOURCE FILES.** Documents used as source data in preparation of historical volumes. Included are duplicates or photocopies of correspondence, reports, directives, pamphlets, publications, or other official records; preliminary or partial drafts; author's outline; author's original notes; and comparable documents. (NOTE: Record material should be returned to source on completion of the volume) (RESUBMITTED ITEM)

Proposed Disposition

DESTROY 2 YEARS AFTER PUBLICATION OF THE RELATED VOLUMES, EXCEPT THAT MATERIAL APPLICABLE TO FUTURE VOLUMES MAY BE RETAINED AND FILES THAT POSSESS VALUE TO OTHER ORGANIZATIONS OR OFFICES MAY BE TRANSFERRED.

~~**210.03** **HISTORICAL INQUIRY FILES.** Data accumulated in answering inquiries about historical events or persons. (NC1-374-81-9, 210.03) (Exception to GRS 14, #1)~~

~~**DESTROY WHEN OBSOLETE OR NO LONGER NEEDED. HOWEVER, DOCUMENTS THAT POSSESS VALUE TO OTHER ORGANIZATIONS OR OFFICES MAY BE TRANSFERRED TO THEM.**~~

210.04 **HISTORICAL PHOTOGRAPHIC FILES.** (NOW FILED UNDER 1104.04)

~~210.05 ANNUAL HISTORICAL SUMMARY FILES. Documents relating to annual historical summaries prepared by DNA staff elements and subordinate commands. Included are annual historical summaries with annexes and attachments and other directly related documents. (NC1-374-81-9, 210.05)~~

~~PERMANENT. CUT OFF ON PUBLICATION OF ANNUAL VOLUME. OFFER TO NATIONAL ARCHIVES IN 5-YEAR BLOCKS WHEN 25-30 YEARS OLD (i.e. 1985-1989 BLOCK IN 2015).~~

~~NOTE: ANNUAL HISTORICAL SUMMARIES FOR INDIVIDUAL DIRECTORATES/OFFICES ARE NOT TO BE FILED IN THIS SERIES, BUT SHOULD BE FILED IN THE COMMON MISSION FILES, UNDER 201.01d.~~

~~210.06 INSTALLATION HISTORICAL FILES. Documents maintained to reflect a chronological record of noteworthy events of interest from an historical or statistical standpoint which occur at an installation or activity. (NC1-374-81-9, 210.06)~~

~~PERMANENT. OFFER TO NATIONAL ARCHIVES IN 5-YEAR BLOCKS WHEN 25-30 YEARS OLD (i.e. 1985-1989 BLOCK IN 2015).~~

~~210.07 UNIQUE HISTORICAL COLLECTIONS. Special categories of records which, although duplicated in part elsewhere, are essential for retention due to their unique value as collections (the retention as such to require approval of DNA Records Management Officer) (NEW)~~

Withdrawn

Proposed Disposition

CUT OFF AT END OF FY. DO NOT DESTROY. RETAIN UNTIL DISCONTINUANCE OF AGENCY.