

RG 77  
1 item

# REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

(See Instructions on Reverse)

TO: GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408

1. FROM (AGENCY OR ESTABLISHMENT)

Department of the Army

2. MAJOR SUBDIVISION

The Adjutant General's Office

3. MINOR SUBDIVISION

Office Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

Major A. Beim

5. TEL. EXT.

11/37832

LEAVE BLANK	
DATE RECEIVED 22 SEP 1973	JOB NO. 242058
DATE APPROVED	
NOTIFICATION TO AGENCY	
IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 91-287 DISPOSAL OF ITEMS MARKED "DISPOSAL APPROVED" IS AUTHORIZED.	
11-24-73 DATE	<i>James B. R. [Signature]</i> ARCHIVIST OF THE UNITED STATES

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of 1 pages are proposed for disposal for the reason indicated: ("X" only one)

A The records have ceased to have sufficient value to warrant further retention.

B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

See continuation below

9/21/73  
(Date)

*[Signature]*  
(Signature of Agency Representative)

Chief, Office Management Div  
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	U. S. Army Corps of Engineer permit files (1896 to present) for structures and work affecting navigable waters.  Continuation of 6B:  Records will be converted to microform. Film will meet standards of CFR 101-11.504. One silver duplicate negative and one diazo copy will be furnished to the appropriate federal records center upon completion of conversion to microform and annually thereafter as new permits are filmed. Facilities meeting the standards of 41 CFR 101-11.506 will be used to store the silver original microfilm. This copy will subsequently be retired in lieu of the paper records.  The original paper records will be destroyed following the verification of the microfilm copy for completeness and accuracy. <i>RB</i> <i>11/26/73</i>		DISPOSAL APPROVED