

Request for Records Disposition Authority

Records Schedule Number DAA-0338-2015-0002
Schedule Status Approved

Agency or Establishment Department of the Army
Record Group / Scheduling Group Records of U.S. Army Operational, Tactical, and Support Organizations (World War II and Thereafter)
Records Schedule applies to Agency-wide
Schedule Subject Civilian Personnel Files for Foreign Nationals
Internal agency concurrences will be provided Yes

Background Information This schedule is submitted to cover two series of records that are held at the National Personnel Records Center (NPRC). The files are currently listed in ARCIS as being scheduled under GRS 1, items 1b and 2a. After careful review, it was determined that the current dispositions were not appropriate for the files. This schedule is submitted to provide one-time disposition for the records.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	2	0	0

GAO Approval

Outline of Records Schedule Items for DAA-0338-2015-0002

Sequence Number	
1	Alien Army Files Disposition Authority Number: DAA-0338-2015-0002-0001
2	Labor Service/Civilian Labor Group Disposition Authority Number: DAA-0338-2015-0002-0002

Records Schedule Items

Sequence Number

1

Alien Army Files

Disposition Authority Number **DAA-0338-2015-0002-0001**

This series includes Official Personnel Folders (OPFs) and Service Record Cards of non-United States citizens employed by the Army outside of the continental United States in Europe, the Philippines, Hawaii, the Caribbean, the Far East, Australia, Puerto Rico, the Canal Zone, and the Persian Gulf.

Final Disposition **Permanent**

Item Status **Active**

Is this item media neutral? **No**

Explanation of limitation **This is a closed series that exist in paper only. NPRC wishes to accession the paper.**

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? **Yes**

Do any of the records covered by this item exist as structured electronic data? **No**

Manual Citation	Manual Title
Army Regulation (AR) 25-400-2	The Army Records and Information Management System (ARIMS)

Disposition Instruction

If this item has multiple sections, indicate here records to which this section apply **Non-electronic Textual Records**

Cutoff Instruction **N/A**

Transfer to Inactive Storage **National Personnel Record Center**

Transfer to the National Archives for Accessioning **Transfer to the National Archives immediately after approval of this schedule**

Additional Information

First year of records accumulation **1900**

End year of records accumulation **1951**

What will be the date span of the initial transfer of records to the National Archives? **Unknown**
The files were created prior to 1951

How frequently will your agency transfer these records to the National Archives? **Unknown**
The record will be transferred in one transfer.

	Estimated Current Volume	Annual Accumulation
Electronic/Digital		
Paper	3965 Cubic feet	
Microform		
Hardcopy or Analog Special Media		

2

Labor Service/Civilian Labor Group

Disposition Authority Number **DAA-0338-2015-0002-0002**

This series includes files related to the service of individuals who worked for the Army in the capacity of laborers and guards in Europe after World War II. These individuals were citizens of various European nations, and most were formerly held as prisoners-of-war by the Axis powers.

Final Disposition **Permanent**

Item Status **Active**

Is this item media neutral? **No**

Explanation of limitation **This is a closed series of records that exist entirely in paper format. NPRC wishes to receive the records in paper format.**

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? **No**

Manual Citation	Manual Title
Army Regulation (AR) 25-400-2	The Army Records and Information Management System (ARIMS)

Disposition Instruction

Cutoff Instruction N/A
 Transfer to Inactive Storage The National Personnel Records Center (NPRC)
 Transfer to the National Archives for Accessioning Transfer to the National Archives immediately after approval of this schedule

Additional Information

First year of records accumulation 1944
 End year of records accumulation 1959
 What will be the date span of the initial transfer of records to the National Archives? From 1944 To 1959
 How frequently will your agency transfer these records to the National Archives? Unknown
 Records will be sent in one transfer.

	Estimated Current Volume	Annual Accumulation
Electronic/Digital		
Paper	100 Cubic feet	
Microform		
Hardcopy or Analog Special Media		

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
06/29/2015	Certify	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
07/15/2015	Submit for Concurrence	Sebastian Welch	Appraiser	National Archives and Records Administration - Records Management Services
07/15/2015	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
07/15/2015	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
07/17/2015	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist