## **INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE**

Schedule Number: N2-338-88-001

This schedule provided disposal authority for records previously accessioned into the holdings of the National Archives.

Per NARA Directive 1540 – *Reappraisal and Deaccessioning of Archival Federal Records*: An internal disposal is the permanent removal of a discrete set of an accessioned series of records from NARA's physical and legal custody, from any number of physical locations (up to and including all physical locations), because they have been reappraised as temporary, without affecting the existing disposition authority for any remaining records. This removal can result in the records being destroyed, permanently returned to an agency, or donated to another organization.

It is assumed that the schedule was implemented after the record scheduling process was completed (concurrence by the agency, notice to the public via the Federal Register, and approval by the Archivist of the United States).

Date Reported: 11/18/2020

**INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE** 

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REQUEST FOR RECORDS DISPOSITION AUTH		1	LEAVE BLANK
(See Instructions on reverse)			2-338-88-1
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHIN	GTON, DC 20408	DATE RECEIV	ED 8-16-88
1 FROM (Agency or establishment)		N	OTIFICATION TO AGENCY
National Archives and Records Service			
2 MAJOR SUBDIVISION			with the provisions of 44 USC 3303a equest, including amendments, is approved
Office of the National Archives		except for ite	ms that may be marked "disposition not "withdrawn" in column 10 If no records
3 MINOR SUBDIVISION			or disposal, the signature of the Archivist is
Military Archives Division		not required	
4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE EXT	DATE ,	ARCHIVIST OF THE UNITED STATES
Elaine C. Everly	763-1710	1/30/89	Dice

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 \_\_\_\_\_\_ 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 c	oncurrence 🔲 is attached, or 🔲 is unnecessary		
B DATE	C SIGNATURE OF AGENCY REPRESENTATIVE D TITLE		
8-1-88	Garry Potan Director, Military	Archives Div	vision
7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
	RECORD GROUP 338, RECORDS OF U.S. ARMY COMMANDS		
	European Command (EUCOM), 1947-52		
	Adjutant General Division		
1.	Correspondence, of the Postal Branch relating to postal irregularities (decimal 311.13). 1952.		
2.	Form letters relating to civilian employees (decimal 230.368). 1952.		
3.	Lists, receipts, and registers of insured, certified, and registered mail. 1950		
4.	Case files of lost money orders. 1950.		
5.	Security-classified document receipts. 1950.		
6.	Lists of security-classified documents destroyed. 1950.		
7.	Case files of background papers for the issuance of manuals and instructions. 1950.		
8.	Correspondence of the Publications Branch relating to accıdent reports (decimal 200.5), use of mails (decimal 311.1), blank forms (decımal 315), vehicles (decimal 451), publications (decımal 461), and printing and binding (decimal		
115-108		STANDARD FORM Prescribed by GSA	115 (REV 8-83)

634-4064 2/3/89

STANDARD FORM 115 (REV 8-83) Prescribed by GSA FPMR (41 CFR) 101-11 4

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	486.4). 1949		
9.	Weekly depot bulletins of the Publications Branch. 1949.		
10.	Work orders for printing or reproduction services. 1951.		
11.	Requisition for and receipts of publications and issuances. 1948-49.		
12.	Freight warrants for transportation of publications. 1951.		
	Budget Division		
13.	Form reports of allocations of post funds. 1948-49.		-
	Chaplain Division		•
14.	Mail receipts. 1949.		
	Office of the Comptroller		
15.	Correspondence of the Management Branch relating to the employee suggestion program. 1950-52.		
16.	Monthly reports of the work simplification program. 1952.		
17.	Rescinded reports case files. 1947-52.		
18.	Reports Control Section case files of applications for approval of proposed reports. 1950-51.		
19.	Reports control file of the Reports Control Section. 1950.		
20.	Procedure standardization files. 1951.		
21.	Transmittal letters, service cards, and cost ledger (AGO Form 14-155). 1951.		
22.	Leave record cards (SF 1137) of civilian employees at U.S. Army installations. 1951-52.		
	Headquarters, Communications Zone		
23.	Memorandums received by the Orders Section requesting the issuance of special orders, labor service special orders, and temporary duty orders. 1951-52.		
24.	TDY orders. 1951-52.		
25.	Reports of motor vehicle accidents. 1951-52.		
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
26.	Reports of individual accidents. 1951-52.		
27.	Case files of purchase orders for supplies or transportation. 1952.		
28.	Correspondence of the Management Branch relating to the control of the overtime work program. 1952.		
29.	Case files of the transportation agent at the Bremerhaven Port of Embarkation of shipments of household goods. 1952.		
30.	Bills of lading and monthly reports of veterinary meat and dairy hygiene inspections, 7965 Army Area (Verdun). 1951.		
31.	Employee suggestions forms, reports of civilian personnel authorization limits, and monthly reports of veterinary meat and dairy hygiene inspections, 7966 EUCOM Detachment. 1951.		
32.	Monthly work measurement reports. 1952.		
33.	Customs' declaration forms. 1952.		
34.	Records of the post stockade, Advance Section. 1952.		
35.	Vouchers, receipts, and bills of the Advance Section property officer. 1952.		
36.	Case files of small procurement contracts, Advance Section. 1951.		
37.	Case files of claims of foreign nationals for damages to property or personal injury caused by U.S. Army personnel, 7724 Claims Office Team, Advance Section. 1952.		
38.	Monthly work measurement data sheets, Advance Section. 1952.		
39.	Reports of property surveys, Advance Section. 1952.		
40.	Letter orders of the Base Section. 1952.		
41.	Individual accident reports, Base Section. 1952.		
42.	Case files of abstracts of bids for contracts to purchase surplus Army property in the Base Section. 1952.		
43.	Case files of contracts for the sale of surplus Army property in the Base Section. 1952.		
	Engineer Division		
44.	Monthly work measurement reports. 1952.		

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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTIO TAKEN (NARS US ONLY)
45.	Monthly statistical reports on civilian personnel. 1951-52.		
46.	Decimals 150 (claims) and 333.5 (investigations of motor vehicle accidents) of the general correspondence file. 1951.		
47.	Reports of personnel and motor vehicle accidents. 1950-52.		
48.	Document receipts. 1945.		
49.	Letters transmitting requisitions and receipts for equipment, supplies, and services. 1947.		
50.	Vouchers, bills, invoices, and lists of Lend-Lease Aid and Reciprocal Aid. 1945-48.		
51.	Reports of fires at military installations. 1949-50.		-
52.	Repairs of buildings and utilities files. 1950–51.		
53.	Requisition receipts for rented property. 1950-51.		
54.	Correspondence relating to claims submitted for adjucation and settlement concerning rent, damage to rented property, or the use of utilities. 1950-51.		
55.	Case files of requisition receipts (Form 6 GR) for payment of claims based on rent, damage to rented property, or the use of utilities. 1950-51.		
56.	Requisition receipts for the settlement of German claims for services rendered and supplies furnished. 1951-52.		
57.	Vouchers for purchases and services rendered U.S. Forces in France and Belgium. 1947-49.		
58.	Utility bills, rent bills, shipping invoices. 1946-50.		
59.	Inspection reports relating to preventive maintenance on buildings and grounds at U.S. Army installations in Germany. 1950.		
60.	Monthly reports of civilian personnel authorizations for employment with the Real Estate Section. 1951-52.		
	EUCOM Exchange Service (EES)		
61.	Receipts for registered mail. 1948-49.		
62.	Reports of staff visits to EES installations "to inspect continentally procured gas pumps" or "the installation of refrigerator equipment." 1951.		
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
63.	Accident reports of the Ansbach EES Depot. 1950.		
64.	Drafts and working papers of EES issuances. 1948-49.		
65.	Merchandise catalogs and price lists. 1948-49.		
66.	Motor vehicle accident reports. 1949-50.		
67.	Inspection reports of EES garages and service stations. 1949.		
68.	Correspondence with vendors of U.S. automobiles in Europe. 1950.		
69.	Automobile purchase agreements. 1950.		u.
70.	Orders for automotive parts and accessories. 1949-50.		-
71.	Inventories of automotive parts and supplies. 1950.		
72.	Lists of automotive equipment needed at U.S. Army motor pools. 1949-50.		
73.	Records relating to civilian employees work performance and safety awards. 1951.		
74.	Reports of accidents to civilian and military personnel (Form DA-AGO 345). 1949-50.		
75.	Leave records of civilian employees of the Motion Picture Service. 1949-48.		
76.	Payrolls of civilian employees of the Motion Picture Service. 1948-50.		
77.	Immunization registers, Motion Picture Service. 1948-50.		
78.	Daily work reports of employees of the Motion Picture Service. 1950.		
79.	Reports of gas and oil expended, Motion Picture Service. 1950.		
80.	Requisitions for rolls of theater tickets. 1949-50.		
81.	Case files of offers to purchase EES surplus property. 1949-	0.	
82.	Purchase orders and requisitions for books, periodicals, and photographic and art supplies. 1947-49.		

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<ul> <li>83. Reports and check-off sheets of audits of EES post exchanges in Germany and Austria. 1949-50.</li> <li>84. Working papers of field audits of EES post and central exchanges in Germany, Austria, and France; EES storage depots; and other EES installations. 1947-49.</li> <li>85. Working papers of internal audits of money accounts of EES units and of firms doing business with the ESS. 1947-49.</li> <li>86. Audits and inventory reports of the Merchandise and Transit Documentation Section. 1950.</li> <li>87. Monthly reports of insurance premiums paid. 1947-49.</li> <li>88. Case files of insurance claims for loss of property due to theft, fire, etc. 1945-46.</li> <li>89. Talley sheets of post exchange goods delivered to and shipped out of EES installations. 1949-50.</li> <li>90. Correspondence of the Finance and Accounting Division with firms supplying post exchange items. 1948-50.</li> <li>91. Correspondence of the Finance and Accounting Division with post exchanges relating to due dates of monthly financial reports. 1949-50.</li> <li>92. Letters of the Inspection and Audits Branch transmitting checks and payment certificates. 1950-51.</li> <li>94. Merchandise catalogs and price lists. 1946-51.</li> <li>95. "One-time-buy" and "Open-to-buy" reports. 1949-50.</li> <li>96. Monthly lists of stock (candy, cigaretts, etc.) requirements. 1949-50.</li> <li>97. Records relating to the procurement, distribution, and accountability at the retail level for watches, baggage, cameras, chocolate, and other post exchange supplies. 1946-48.</li> </ul>	6 OF 1 10 ACTIO TAKEN (NARS US ONLY)	SUPERSEDED JOB		7 ITEM
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98. Inventories of the EES Ansbach Depot warehouses. 1949.			1 level for watches, baggage,	97.
			ach Depot warehouses. 1949.	98.
99. Monthly cost accounting reports of the Depot Division. 1949-50.			oorts of the Depot Division.	99.
100. TDY orders, Depot Division. 1949-51.			1949-51.	100.

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102.	Weekly reports of the Depot Division's working cash fund. 1949.		
103.	Depot Division claims for and reports of goods stolen, loss or dammaged in transit. 1948–51.	,	
104.	Correspondence of the Depot Division relating to shipment of goods by rail and by ship. 1949.		
105.	Port of Bremerhaven ocean shipping cargo manifests. 1947-5	o.	
106.	Preliminary discharge logs of goods in transit from ships' holds to railroad cars. 1950.		
107.	Correspondence of the Depot Division relating to ships' manifests, purchase orders, and requisitions. 1951.		
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108.	Monthly reports, statements, and receipts of delinquent accounts. 1950.		
109.	Notices of terminations of savings bonds deductions. 1950-	51	
110.	Case files of rejected German civilian claıms for damages caused by French Forces ın the U.S. Zone of Occupation. 1950–52.		
	Judge Advocate Division		
111.	Receipts for registered and insured mail. 1949-50.		
112.	Monthly reports of work measurement. 1951.		
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113.	Monthly reports of veterinary sick and wounded animals. 19	50	
114.	Monthly reports of veterinary meat and dairy hygiene inspections. 1946-52.		
115.	Reports control surveys. 1950.		
116.	Requisitions for printing and binding. 1950.		
117.	Reports of cost control campaigns. 1950.		
118.	Monthly reports of costs and performances. 1949-50.		
119.	Monthly statements of hospital funds. 1950-52.		
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## PAGE JOB NO **REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION** of 15 8 10 ACTION 9 GRS OR 8 DESCRIPTION OF ITEM SUPERSEDED TAKEN ITEM (With Inclusive Dates or Retention Periods) JOB (NARS USE NO CITATION ONLY) 120. Weekly statistical unit and installation health reports. 1949. 121. Requisition receipts for civilian medical services rendered U.S. servicemen by German doctors, and for medical supplies, medicines, and drugs. 1948-50. 122. 1952 Requisitions for medical supplies and medical journals. 123. War Department shipping documents for medical supplies sent to Austria, 1947-48. 124. Vouchers, requisitions, and similar records documenting the procurement of medical supplies, books, and periodicals. 1950-52. Operations, Plans, Organization and Training Division 125. Certificates of destruction of security-classified documents. 1947-48. 126. Monthly reports of the status of the German Youth Activities Fund. 1950-52. Ordnance Division 127. Monthly work measurement reports. 1951. 128. Work simplification suggestions and reports. 1950-51. 129. Personnel utilization surveys. 1950-52. 130. Orders appointing safety officers and assistants. 1951. 131. Supervisors' reports of accidents. 1947-48. 132. Reports of accidents at Ordnance installations and in Ordnance units. 1948-51. 133. Motor vehicle accident reports. 1947-51. 134. Receipts for insured and registered mail. 1947-48. 135. Allotment forms. 1947-49. 136. Reports of the Comptroller Branch on the status of funds (AGO Form 14-132). 1947. 137. Purchase orders, Comptroller Branch. 1950-51. 138. Reports of ordnance stocks at Classes II and IV installations. 1949-50.

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7 ITEM NO200139.Cor pro for139.Cor pro for140.Pay pro141.Cas or 194142.Cas rec143.Qua sup Ger144.Req ser 194145.Fre wit 146.	RECORDS DISPOSITION AUTHORITY - CONTINUATION S DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) Trespondence of the Comptroller Branch relating to militar operty accounts and to small claims of German civilians the use of or for damages to motor vehicles. 1948-53. Trenent record (AGO Form 14-83) for services and supplies bocured from the German economy. 1948. See files of small claims submitted for services rendered supplies furnished Ordnance units and installations. 66-47. See files of United Kingdom firms and individuals who terived ordnance services and supplies. 1945-49. Initiative receipts and related papers for ordnance oplies and services furnished to U.S. Forces or to the man economy. 1946-49. Muisitions, purchase orders, and vouchers for payment of rvices and supplies furnished by German firms and civilian 47-48. Seight warrants of ordnance supplies and equipment shipped thin EUCOM. 1948.		9 of 1 10 ACTIOI TAKEN (NARS US ONLY)
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	se files of final declarations of surplus ordnance propert 7-48.	-у.	
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149. Rec	eipts for registered and insured mail. 149-50.		
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153. War	Department Shipping Documents (WD-AG0-450-5-C). 1948-50		

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		Lists (5) of surplus property transferred within the United Kingdom (4) and in Africa (1). 1947.	۰sst
		<u>noisivid IsdarsM isovor</u>	
		Postal registing receipts. 1949-50.	•9ST
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175.	Reicpts and vouchers for meals and rations issued to menbers of the American Red Cross, Allied servicemen, and agencies other than the U.S. Government. 1946-47.		
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180.	Case files of requisitions to procure minor items of signal equipment from German sources. 1947-49.		
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186.	Purchase orders. 1945-50.		
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193.	Correspondence (decimal 524.2) relating to unclaimed baggage. 1950.		
194.	Correspondence (decimal 524.2) relating to claims for lost, stolen, or damaged household goods. 1950.		~
195.	Requisitions for shipment of household goods and personal baggage. 1950.		
196.	Monthly lists of personal baggage arriving at Bremerhaven. 1950-51.		
197.	Receipts for rail shipments of supplies. 1950.		
198.	Case files of settled claims of foreign nationals for damage to or loss of cargo or vessels in rendering services to U.S. Government vessels. 1946-50.		
199.	Receipts for registered mail. 1948.		
200.	Project files of the Comptroller Branch relating to the rehabilitation of four U.S. Military Ticket Offices in Germany. 1951.		
201.	Mimeograph copies of divisional budget estimates. 1950-51.		
202.	Procedures standardization files of the Comptroller Branch. 1951.		
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204.	Records relating to the procurement from European sources of merchandise and goods to be sold at U.S. Army post exchanges in Europe. 1946-47.		

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