

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-338-79-03

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This schedule provided disposition for records in a Federal Record Center. Records have been destroyed or transferred per the schedule.

Date Reported: 1/26/2022

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

NO. 10/9/20/79

TO GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

JOB
NCL-338-79-3

DATE RECEIVED
9/20/79

1 FROM (AGENCY OR ESTABLISHMENT)
DEPARTMENT OF THE ARMY

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the disposal request including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

2 MAJOR SUBDIVISION
NUMBERED, ZONE OF THE INTERIOR ARMIES (1st-6th Army)

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER
Jerome Nashorn
Daniel J. Rooney

5. TEL EXT.
724-1027/28
8-273-7248

OCT 1 1979
Date *Oct 1 1979*
James E. O'Neill
Archivist of the United States

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.

- A Request for immediate disposal.
- B Request for disposal after a specified period of time or request for permanent retention.

C. DATE 18 SEP 1979 D. SIGNATURE OF AGENCY REPRESENTATIVE *Guy B. Oldaker* E. TITLE GUY B. OLDAKER
Chief, Records Mgt Division
TAGCEN

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>This SF 115 is based upon an examination of the records of the 1st US Army, which Army has offered to the National Archives. The same series are found in the records of the other five numbered, Zone of the Interior (ZI) Armies, and, therefore, the disposition standards contained in this SF 115 will be applied to <u>all</u> ZI Armies.</p> <p>Items 1-30 cover series that are proposed for permanent retention. Items 31-54 are proposed for immediate destruction. The bulk of this material is located at the National Personnel Records Center, but security classified records were transferred to WNRC in 1977. Item numbers followed by a single * refer to records that are located at WNRC only. Item numbers followed by ** refer to records with an unclassified segment located at NPRC and a security classified segment stored at WNRC. Item numbers that are not followed by a single or double * refer to records stored entirely at NPRC. Attached to this SF 115 are memos by Dan Rooney that provide additional information concerning the records held at NPRC as well as a memo by Jerome Nashorn, which describes the security classified records located at WNRC.</p>		

copy to agency, NNG, NCPM, 10-5-79 JS

58 items

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1 **	<p><u>General Orders</u>, ca. 1951-64, 2 cu. ft.</p> <p>Numbered issuances relating to material of general interest, permanent or semipermanent in duration, and pertaining to the establishment, redesignation, inactivation, reorganization, reassignment, or discontinuance of commands, installations, agencies, and activities; or to the announcement of individual assignments, retirements, or awards, decorations, and unit citations.</p> <p><u>Permanent.</u> Offer to the National Archives and Records Service (NARS) immediately upon approval of this schedule.</p>	227-16	
2 **	<p><u>Regulations</u>, ca. 1961-65, 8 in.</p> <p>Numbered issuances containing policies and responsibilities, and prescribing administrative procedures not covered in Department of the Army (DA) regulations. Directive in nature, command-wide in application, and long-term in duration, these are key policy documents.</p> <p>NOTE: The terminology for regulations changes in different armies. Regulations were called circulars in FUSA until 1963, and Headquarters Directives in the Fifth Army. The key features in determining whether issuances were in fact regulations are their duration and breadth. See item 3.</p> <p><u>Permanent.</u> Offer to the National Archives and Records Service (NARS) immediately upon approval of this schedule.</p>	227-01	
3 2/2	<p><u>Circulars</u>, ca. 1952-63, 3 cu. ft.</p> <p>Numbered issuances containing instructions and information of general interest that are transitory or of a one-time nature. Each circular bears an expiration date not later than one year from the date of issue.</p> <p>NOTE: Some armies, such as FUSA, issued regulations under the title of circulars, through 1962.</p> <p>a. Circulars that prescribe policies, responsibilities, or procedures: PERMANENT. Offer NARS immediately.</p> <p>b. Other Circulars: TEMPORARY. Destroy immediately.</p>	227-01	

7. ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10 ACTION TAKEN
1	<u>Command Program Policy File, ca. 1955-58, 1 ft.</u>	227-01	
**	Numbered issuances outlining specific command programs in summary form, and stating the broad objectives and general policies of these programs. Included are such topics as management; public information; inspections, investigations, and complaints; safety; military personnel; civilian personnel; supply distribution and maintenance; protective services; legal services; National Guard; training welfare and morale services; troop information and education; logistic services; and finance services.		
5	<u>Permanent. Offer to the National Archives and Records Service (NARS) immediately upon approval of this schedule.</u> <u>Memorandums, ca. 1952-63, 1½ cu. ft.</u>	227-01	
**	Issuances used for a variety of purposes, from promulgating significant policy directives similar to regulations to prescribing short-term administrative procedures. a. Memorandums containing policies and responsibilities and prescribing administrative procedures of a continuing nature applicable only to the headquarters organization of the issuing element. <u>Permanent. Offer to the National Archives and Records Service (NARS) immediately upon approval of this schedule.</u> b. All other memorandums. Destroy immediately upon approval of this schedule.		
6	<u>Bulletins, ca. 1951-62, 23 in.</u>	227-01	
	Numbered issuances used to convey official and unofficial information of an advisory, informative or directive nature. Issued by a variety of offices for a plethora of purposes, from providing significant instructional information to outlining minor procedural changes. a. Bulletins containing significant information concerning army functions and/or activities. <u>Permanent. Offer to the National Archives and Records Service (NARS) immediately upon approval of this schedule.</u> b. All other bulletins. Destroy immediately upon approval of this schedule.		

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
7	<p><u>Letters, ca. 1952-56, 4 in.</u></p> <p>Numbered issuances used by Field Army Headquarters staff sections to advise subordinate field sections of changes in policies and procedures, and to provide them with information necessary to fulfill their mission.</p> <p><u>Permanent.</u> Offer to the National Archives and Records Service (NARS) immediately upon approval of this schedule.</p>	227-01	
8	<p><u>Standard Operating Procedures, ca. 1951-57, 6 in.</u></p> <p>Issuances establishing continuing policies, practices, procedures, responsibilities, standards, and instructions. These are internal documents used by individual units and offices to perform their mission from day to day.</p> <p><u>Permanent.</u> Offer to the National Archives and Records Service (NARS) immediately upon approval of this schedule.</p>	227-01	
9 **	<p><u>Manuals, ca. 1949-62, 6 in.</u></p> <p>Issuances prescribing uniform policies and procedures; establishing programs, describing organizational structure, and listing responsibilities and functions. These are in printed form and are distributed to many units to serve as policy reference and operational guides for the implementation of directives.</p> <p><u>Permanent.</u> Offer to the National Archives and Records Service (NARS) immediately upon approval of this schedule.</p>	227-01	
10 **	<p><u>Pamphlets, ca. 1952-65, 8 in.</u></p> <p>Numbered issuances used for a variety of purposes, such as disseminating significant policy and program directives; providing information, guidance, and reference material of a continuing nature; and outlining routine, short-term, house-keeping procedures. These are published in printed form and are distributed to both units and individuals.</p> <p>a. Pamphlets containing policies and responsibilities; prescribing significant administrative procedures of a continuing nature; documenting the major functions of a unit; or containing significant informational content.</p> <p><u>Permanent.</u> Offer to the National Archives and Records</p>	227-01	

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
11	<p>Service immediately upon approval of this schedule.</p> <p>b. All other pamphlets.</p> <p>Destroy immediately upon approval of this schedule.</p> <p><u>Posters, ca. 1963-64, 1/2 in.</u></p> <p>Pictorial presentations, placards, and notices which emphasize or attract attention to specific subjects, such as security and subversion, recruiting, safety, and other specific activities.</p> <p><u>Permanent.</u> Offer to the National Archives and Records Service immediately upon approval of this schedule.</p>	227-01	
12	<p><u>Operating Procedures Files, 1949-61, 6 cu. ft.</u></p> <p>Studies, letters, memorandums, and other correspondence relating to the establishment of and changes in standard operating procedures. Include relevant standard operating procedures, administrative procedures manuals, and pertinent background correspondence.</p> <p><u>PERMANENT.</u> Offer NARS immediately.</p>	208-02	
13 ***	<p><u>Program Progress Reports, ca. 1951-59, 6 in.</u></p> <p>Monthly issuances composed primarily of charts and graphs, which provide statistical information and an analysis of changes or trends in such areas as funding; military and civilian personnel; recruitment; medical activities; civilian operations; material losses; manpower utilization; programs; separations; quartermaster services; work simplification; accidents and injuries; and logistics services.</p> <p><u>Permanent.</u> Offer to the National Archives and Records Service (NARS) immediately upon approval of this schedule.</p>	211-93	
14	<p><u>Conference Reports, ca. 1953-57, 1 in.</u></p> <p>Issuances containing reports on or transcripts of conferences sponsored by FUSA on significant topics, such as military training and education, and equal opportunity in the workforce. Contributors held high-level positions in the military, government, business, or universities.</p> <p><u>Permanent.</u> Offer to the National Archives and Records</p>	227-01	

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>Service (NARS) immediately upon approval of this schedule.</p> <p><i>Item 15 - deleted</i></p>		
16	<p><u>Newspaper Files</u>, ca. 1952-60, 4 in.</p> <p>Publications issued by various staff sections to provide information to FUSA members. Published to aid in the formation of personnel into an integrated unit, they contain news on current military events, such as personnel changes, programs, and technological advances, and community, social, and sports activities.</p> <p><u>Permanent.</u> Offer to the National Archives and Records Service (NARS) immediately upon approval of this schedule.</p>	413-05A	
* 17	<p><u>Historical Activities Files</u>, ca. 1945-61, 1 cu. ft.</p> <p>Quarterly and/or annual historical narrative reports created to document in summary form activities and projects; staffing and personnel changes; training exercises in which the unit participated; mission and organization; funding; and other functions and activities of note.</p> <p><u>Permanent.</u> Offer to the National Archives and Records Service immediately upon approval of this schedule.</p> <p><i>Item 18 - deleted</i></p>	227-01	

7. ITEM NO	Correspondence Relating to Meuse-Argonne Memorial on Governor's Island, ca. 1958, 1/4 in.	9. SAMPLE OR JOB NO	10. ACTION TAKEN
19	<p>Letters, cablegrams, press releases, and other correspondence relating to the gift and planting of an oak tree from the French government to FUSA in memory of the Meuse-Argonne campaign. Includes a brief history of FUSA issued as a press release on its 40th anniversary.</p> <p><u>Permanent.</u> Offer to the National Archives and Records Service (NARS) immediately upon approval of this schedule.</p>		
20	<p><u>Activation and Inactivation Files</u>, ca. 1955-63, 2 in.</p> <p>Letters, memorandums, studies, financial reports, maps, and other correspondence relating to the activation and inactivation of Regular Army, Army Reserve, Reserve Officers Training Corps (ROTC), and National Guard units and installations.</p> <p><u>Permanent.</u> Offer to the National Archives and Records Service (NARS) immediately upon approval of this schedule.</p>	207-02	
21 **	<p><u>Domestic Intelligence Data Files</u>, ca. 1954-1960, 4 cu.ft.</p> <p>Weekly reports prepared by local Counter Intelligence Corps (CIC) groups on labor, race, subversion, and miscellaneous incidents. Most reports are negative, but the many positive ones include reports on local strikes, alleged communist front organizations, and allegedly communist individuals, as well as racial incidents, and such unusual occurrences as UFO sightings. Some reports simply list "attached" newspaper articles, not included in series; others are actual written reports, some with attachments.</p> <p><u>Permanent.</u> Offer to the National Archives and Records Service (NARS) immediately upon approval of this schedule.</p>	502-01	
22 **	<p><u>Administrative Subject Correspondence Files</u>, ca. 1951-59 270 cu. ft.</p> <p>Letters, memorandums, reports, and other correspondence relating to a wide variety of functions and subjects. The vast bulk of this correspondence concerns ephemeral transactions and procedures relating to the day-to-day operations of the creating unit. This item is applicable not only to centralized General Administrative Files but also to the specific administrative files maintained by individual offices and identified on MPR finding aids as Training, Intelligence, etc., Administrative Files. Those</p>	AR 345-220/18 D and other items in AR 342-200 series	

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
22 (cont)	<p>individual files which document long-range planning, organizational, and policy matters have previously been scheduled for permanent retention. Consequently, this item is <u>not</u> applicable to them.</p> <p>a. Centralized Administrative Subject Correspondence Files maintained in the Adjutant General's Office.</p> <p><u>Permanent.</u> Offer to NARS upon approval of this schedule.</p> <p>b. Administrative Subject Correspondence maintained by G-1, G-2, G-3.</p> <p><u>Permanent.</u> Offer to NARS upon approval of this schedule.</p> <p>c. All other Administrative Subject Correspondence.</p> <p><u>Temporary.</u> Destroy immediately.</p> <p>The volume of permanent records is ca. 100 feet.</p>		

Request for Records Disposition Authority - Continuation

JOB NO

PAGE OF
9

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10. ACTION TAKEN
23 *	<p><u>Intelligence Issuances, 1957, 1960, 1 inch.</u></p> <p>Two near print issuances that document policies, procedures, and organizational relationships relating to 1st Army intelligence activities, including gathering of domestic intelligence, counterintelligence activities, personnel security investigations, and industrial defense programs.</p> <p>Permanent. Offer NARS immediately.</p>	501-01	
24 *	<p><u>Weekly Intelligence Summaries, 1954-56, 3 inches.</u></p> <p>Weekly, near print issuances of the G-2 Section that relate to such matters as Communist Party meetings, the activities of locally prominent Communists, labor activities, and the membership, policies, and activities of other organizations and political groups.</p> <p>PERMANENT. Offer NARS immediately.</p>		
25 *	<p><u>Training Operations Files, 1956-60, 4 inches.</u></p> <p>Plans, reports, memorandums, and other records that relate to the planning and conduct of training exercises, particularly Operation Alert, a series of nation-wide civil defense tests.</p> <p>PERMANENT. Offer NARS immediately.</p>	1002-02	
26 *	<p><u>Miscellaneous Issuances, 1951-53, 1 inch.</u></p> <p>Three near print issuances: a plan outlining policies and procedures for National Postal and Travelers Censorship Stations in New York and Boston; a mission manual showing the general and special missions assigned 1st Army and its component units; and a directive relating to the responsibilities for maintenance and inspection of equipment within 1st Army.</p> <p>PERMANENT. Offer NARS immediately.</p>		
27	<p><u>Organization Planning Files, ca. 1949-65, 8 ft.</u></p> <p>Documents relating to the establishment of and changes in</p>	207-01	

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
28 28	<p>organization, functions, and relationships of activities, installations, commands, and agencies.</p> <p>PERMANENT. Offer NARS immediately.</p> <p><u>Operation Planning Files, ca. 1951-60, 2 ft.</u></p> <p>Documents relating to the preparation, coordination, and approval of operational war, campaign, defense, and other comparable plans which are applicable to or involve the resources and mission of the overall department, agency, command, installation, activity, or unit. Included are copies of approved plans, comments, recommendations, approvals, and other records.</p> <p>PERMANENT. Offer NARS immediately.</p>	208-01	
29	<p><u>Program Briefing Files, ca. 1962-63, 9 inches.</u></p> <p>Documents related to periodic presentations of proposed programs, approved programs, forecasts, trends, and results of the execution of programs.</p> <p>PERMANENT. Offer NARS immediately.</p>	211-01	
30	<p><u>Management Improvement Project Files, ca. 1951-59, 2 ft.</u></p> <p>Documents relating to projects which result in initiation of changes in the manner or method of planning, directing, controlling or doing work which results in increased effectiveness, efficiency, and economy.</p> <p>PERMANENT. Offer NARS immediately.</p>	216-01	

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10 ACTION TAKEN
31	<p><u>Instruction Files, ca. 1960-63, 27 cu. ft.</u></p> <p>Letters, memorandums, reports, and other correspondence relating to establishment of continuing procedures and interpretation of directives. This series is similar to General Administrative Files (item 21), of which it was a part until the issuance of AR 345-210 in October 1962, but was established as a distinct series to provide for the separate filing of the more significant administrative correspondence of individual units. Consequently, correspondence in this series relates to ongoing procedures and practices for relatively specific transactions, e.g., overseas employment for civilian employees; assignment of military personnel; reporting deaths and transfers of patients in FUSA hospitals; civilian personnel actions; procurement; unauthorized absences; and training classes for grievance examiners. Series does not include record copies of publications.</p> <p>Destroy immediately upon approval of this schedule.</p>	Various	
32	<p><u>Loyalty Security Hearing Board Nominee Files, ca. 1951-52, 3 in.</u></p> <p>Letters, memorandums, and other correspondence relating to nominations to Loyalty Security Hearing Boards at various FUSA elements. Includes copies of applications for employment (SF 57), certificates of security clearance granted, and related personnel correspondence.</p> <p>Destroy immediately upon approval of this schedule.</p>	501-01	
33	<p><u>Safety Files, ca. 1963, 2 in.</u></p> <p>Copies of circulars, regulations, memorandums, bulletins, letters, and other correspondence relating to safety procedures. Include lesson plans for safety instruction and organization of personnel in office of safety.</p> <p>Destroy immediately upon approval of this schedule.</p>	601-01	

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
34	<p><u>Automatic Data Processing Systems, Installations and Studies, ca. 1955, 1 cu. ft.</u></p> <p>Routine correspondence pertaining to applicability of ADPS to army functions and their use in army operations. Includes reports from field installations on ADPS use.</p> <p>Destroy immediately upon approval of this schedule.</p>	207-01	
35	<p><u>Copyright Reproduction Consent File, ca. 1956-60, 1 in.</u></p> <p>Documents authorizing the use of copyright material, such as letters and agreements from publishers, authors, or copyright owners.</p> <p>Destroy immediately upon approval of this schedule.</p>	227-09	
36 * *	<p><u>Registered Classified Document Destruction Certificate Files, ca. 1949-60, 8 in.</u></p> <p>Documents reflecting the destruction of other agency noncryptographic registered documents.</p> <p>Destroy immediately upon approval of this schedule.</p>	505-12A	
37	<p><u>Job Evaluations, ca. 1961, 1/4 in.</u></p> <p>Correspondence pertaining to description and evaluation of civilian positions in the army. Includes position descriptions and evaluations.</p> <p>Destroy immediately upon approval of this schedule.</p>	AR 345- 210/804-03	
38	<p><u>Civilian Training Waivers Files, ca. 1963, 1 in.</u></p> <p>Waivers of the criteria for selection and assignment of employees to training in non-government facilities.</p> <p>Destroy immediately upon approval of this schedule.</p>	810-03	

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
39	<p><u>Records Relating to ROTC Students Who Fail to Accept Commission, ca. 1963, 1/4 in.</u></p> <p>Letters, memorandums, and other correspondence relating to ROTC students who failed to accept tendered commission at time of graduation.</p> <p>Destroy immediately upon approval of this schedule.</p>		
40	<p><u>Administrative Orders, ca. 1953-62, 1 in.</u></p> <p>Numbered issuances relating to routine, short-term administrative, training, and housekeeping matters, such as administrative leave because of adverse weather conditions or routine procedures relating to summer training. These orders were frequently issued for the purpose of implementing general orders, special orders, memorandums, and other correspondence promulgated by higher headquarters, copies of which may be included in this series.</p> <p>Destroy immediately upon approval of this schedule.</p>		
41 **	<p><u>Field Command Operating Program Files (also known as Budget Estimate Files), ca. 1951-63, 48 cu. ft.</u></p> <p>Budget estimates, schedules, directives, and other correspondence created by Army field commands for use in the preparation and defense of the Army budget. These files reflect priorities established by various levels of command and provide the budget justification and general plan for accomplishing command objectives. Includes budget estimate schedules that detail previous fiscal year appropriation items and project budget requirements for the next fiscal year.</p> <p><u>Temporary.</u> Destroy immediately upon approval of this schedule.</p>	AR 345-210/202-11	
42	<p><u>Catalogues, ca. 1953-54, 1/4 in.</u></p> <p>Issuances containing identification of and information on available supply items, and procedures for procuring those items.</p> <p>Destroy immediately upon approval of this schedule.</p>	227-01	

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
43 **	<p>Service (NARS) immediately upon approval of this schedule.</p> <p><u>National Censorship Files</u>, ca. 1948-53, 2 in.</p> <p>Routine administrative correspondence relating to the selection of students for the National Censorship School and similar matters.</p> <p>Destroy immediately upon approval of this schedule.</p>	502-01	
44	<p><u>Distribution Lists</u>, ca. 1952-61, 1½ in.</p> <p>Issuances containing listings of all elements within the First Army area, and prescribing the number of copies of FUSA publications each should receive.</p> <p>Destroy immediately upon approval of this schedule.</p>	227-01	
45	<p><u>Inspection Reports</u>, ca. 1953-62, 77 cu. ft.</p> <p>Reports of command and general inspections of individual units and staff sections. Included are detailed supporting papers essential to and filed with reports, a copy of the report sent to the inspected unit or section, and its response indicating corrective actions taken. Areas covered by inspection, include installation, ordinance, finance, and personnel records of Regular Army, National Guard and Army Reserve Units.</p> <p>Destroy immediately upon approval of this schedule.</p>	224-02	
46	<p><u>Veterinary Inspection Report Files</u>, ca. 1960, ½ in.</p> <p>Veterinary Inspection Reports (DA Form 8 - 134) reflecting poundage of subsistence products inspected, food producing establishments inspected, type of inspection, explanations for unusual amounts of rejections or significant trends, and related information.</p> <p>Destroy immediately upon approval of this schedule.</p>	928-02	

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
47	<p><u>Command Program Procedural File</u>, ca. 1954, 2½ cu. ft.</p> <p>Numbered issuances which constitute the routine file of activities undertaken to implement policies outlined in the Command Program Policy File (item 15). Records specify procedures to be used in policy implementation, and include reports on these activities. Background papers and correspondence used in designing these procedures are often included. Topics included are similar to those noted above in item 15.</p> <p>Destroy immediately upon approval of this schedule.</p>	227-01	
48	<p><u>Performance Evaluation Files</u>, ca. 1951-59, 15 cu. ft.</p> <p>Series consists of Performance Evaluation Statistical Reports (FUSA Form 296) listing and evaluating staff hours expended by various operational elements on various functions. Actual staff hours utilized are compared with the standard staffing requirements for the operation.</p> <p>Destroy immediately upon approval of this schedule.</p>	603-07	
49	<p><u>Station Lists</u>, ca. 1952-62, 4 in.</p> <p>Issuances containing geographical lists of all installations, activities, and administrative area units located within field army area.</p> <p>Destroy immediately upon approval of this schedule. <i>Permanent offer immediately to NARS upon approval of this schedule.</i></p>	227-01	
50	<p><u>Roster of Retired Officers</u>, ca. 1954-55, ½ in.</p> <p>Issuances listing retired officers, rank and home address.</p> <p>Destroy immediately upon approval of this schedule.</p>	227-01	

7
ITEM NO8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)9.
SAMPLE OR
JOB NO.10.
ACTION TAKEN51
*Publications Background File, 1955, 1962-64, ca. 1 inch

227-04

Drafts and other background papers that pertain to General Orders, Regulations, and Circulars.

TEMPORARY. Destroy immediately.

52
*Investigative Activities Report Files, 1956-64, 8 inches.

Monthly statistical reports submitted by 1st Army investigative activities that relate to the conduct of security inspections, personnel security clearance investigations, and similar matters, especially the number of investigations undertaken and the amount of time expended.

TEMPORARY. Destroy immediately.

53
*Miscellaneous Records of the G-3 Section, 1958-59, 5 inches.

Records, which are described on transmittals as Training Administration Files, consist almost entirely of near-print reports listing the types of weapons authorized specific units, particularly National Guard and Army Reserve units, and the quantities on hand. Also included are 1st Army comments on a CONARC study on the Modern Mobile Army, with related papers.

TEMPORARY. Destroy immediately.

Mobilization Planning Files, 1951-60, ca. 2½ feet.

Plans, annexes, changes, supplements, and other records that pertain to the mission of 1st Army and its components in the event of mobilization and to the personnel requirements associated with a mobilization.

~~TEMPORARY. Destroy immediately.~~PERMANENT. offer to NARS immediately upon approval of this schedule.