


REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NCI-338-83-3	
DATE RECEIVED July 27, 1983	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
8-2-83 Date	 Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)

Department of the Army

2. MAJOR SUBDIVISION

Facilities

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Marvin H. Kabakoff

5. TEL EXT

07-693-7249
8-273-7249

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.

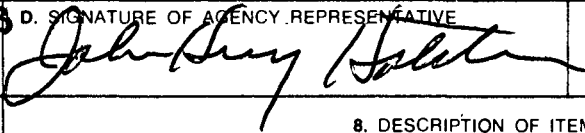
B Request for disposal after a specified period of time or request for permanent retention.

C. DATE

D. SIGNATURE OF AGENCY REPRESENTATIVE

E. TITLE

19 JUL 1983



JOHN HENRY HATCHER, PhD
Archivist of the Army

7. ITEM NO

8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

9. SAMPLE OR JOB NO.

10. ACTION TAKEN

Located at the National Personnel Records Center (Military), St. Louis, Missouri, are Army organizational records generally dating from 1950 through the 1960's. These records are now being reviewed for the purpose of determining their ultimate disposition. The submission of this SF 115 is a part of this effort.

This schedule covers only those records of U.S. Army Facilities located in NPRC. Consequently, it is not applicable to current records.

Unless otherwise noted, the item numbers listed in column 9 correspond to those in AR 340-18.

*5 copies sent
GKP 11/9/83
JH*

No More Data Change Request

Agency sent 8-16-83 by DMW.

GKP + NNM sent 8-17-83 by DMW

Facilities Creating Records Maintained at NPRC:

Counterintelligence Records Facility, Fort Holabird
Ordnance Rocket Research Facility, Fort Churchill, Manitoba
Office of Facility Coordinator, Krabenloch Kaserne
STARCOM Facility, Signal Communications Agency, Japan
Storage Facility, Camp Carroll
Storage Facility, Taegu

The following series are included among the Facility records at NPRC, but have not been described in this schedule because they have previously been appraised as permanent:

Command Reports, ca. 1952-62, 4 in.
General Orders, ca. 1959-63, 1 in.
Operations Planning Files, ca. 1960-62, 1 in.
Organization Planning Files, ca. 1959-62, 8 in.
Regulations, ca. 1962-64, 1 in.

List of Items in this Schedule

1. Intelligence General Correspondence Files
2. Policy File Items
3. Memorandums
4. General Correspondence Files

Request for Records Disposition Authority—Continuation		JOB NO.	PAGE OF
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p><u>Intelligence General Correspondence Files, ca, 1959-61, 1 in.</u></p> <p>Reports, memorandums, and other correspondence of the Ordnance Rocket Research Facility at Fort Churchill, relating to such items as dangers from the Fruit of Islam Movement, and the question of the handling of U.S. classified documents by Canadian military personnel.</p> <p><u>Permanent.</u> Offer to NARS immediately upon approval of this schedule.</p>	501-01	
2.	<p><u>Policy File Items, ca. 1960-62, ½ in.</u></p> <p>Numbered issuances of STARCOM enumerating responsibilities of sub-agencies and establishing procedures for various operations, such as reporting events, and securing property.</p> <p><u>Permanent.</u> Offer to NARS immediately upon approval of this schedule.</p>	227-01	
3.	<p><u>Memorandums, ca. 1955-65, 7 in.,</u></p> <p>Issuances used for a variety of purposes, from promulgating significant policy directives similar to regulations to prescribing short-term administrative procedures.</p> <p>a. Memorandum containing policies and responsibilities and prescribing administrative procedures of a continuing nature applicable only to the headquarters organization of the issuing element.</p> <p><u>Permanent.</u> Offer to NARS immediately upon approval of this schedule.</p> <p>b. All other memorandums</p> <p>Destroy immediately upon approval of this schedule.</p>	227-01	
4.	<p><u>General Correspondence Files, ca 1953-56, 5 in.</u></p> <p>Letters, memorandums, reports, and other correspondence relating to a variety of functions and activities of the Counterintelligence Records Facility at Fort Holabird. The bulk of this correspondence concerns ephemeral transactions and procedures relating to the day-to-day operations of the facility, such as work performance and equipment reports, budget justification files pertaining to equipment, and lists of individuals eligible to receive classified mail. This item is also applicable</p>	AR 345-220/180 and other items in the AR 345-200 series	

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	<p>to specific administration files maintained by individual offices, but not to those individual files which document long-range planning, organizational, and policy matters and which have previously been scheduled for permanent retention. This item is also not applicable to specific series or portions of administrative files described and provided for elsewhere in this schedule.</p> <p>Destroy immediately upon approval of this schedule.</p> <p>Permanent. Offer to NARS immediately upon approval of this schedule. *</p>		

* Change in disposition from temporary to permanent made at WNM's request. JMC 7/13/83