

## Request for Records Disposition Authority

Records Schedule Number      DAA-AU-2017-0017  
 Schedule Status                      Approved  
  
 Agency or Establishment          Department of the Army  
 Record Group / Scheduling Group    Army Undifferentiated  
 Records Schedule applies to        Department-wide  
 Schedule Subject                      Army Aerial Photography  
 Internal agency concurrences will be provided      No

**Background Information**                      Army agencies/commands contracted with the Farm Service Agency (FSA) Aerial Photography Field Office (APFO) for aerial photography services in support of environmental studies. The Army is responsible for the records produced as a result of these contracts. The records were created by the FSA for the Army and consist of 100 cans of duplicate aerial film photography, supporting documentation and indices.  
 This schedule is submitted to provide a "one-time" disposition for a specific series of aerial film held by the Farm Service Agency (FSA) Aerial Photography Field Office (APFO). RN115a (this number is not related to any regulation and it falls under the CLIMATIC, HYDROLOGICAL, AND TOPOGRAPHIC SERVICES area - as these photographs contain topographical information.)

**Item Count**

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
3	3	0	0

**GAO Approval**

## Outline of Records Schedule Items for DAA-AU-2017-0017

Sequence Number	
1	<b>Legacy black and white analog aerial photography negative film</b> Disposition Authority Number: DAA-AU-2017-0017-0001
2	<b>Aerial Photography Negative/Imagery Indices</b> Disposition Authority Number: DAA-AU-2017-0017-0002
3	<b>Film Documents</b> Disposition Authority Number: DAA-AU-2017-0017-0003

**Records Schedule Items**

<b>Sequence Number</b>	<b>1</b>													
	<p><b>Legacy black and white analog aerial photography negative film</b></p> <p>Disposition Authority Number     <b>DAA-AU-2017-0017-0001</b></p> <p><b>Black and white analog duplicate aerial film created to support environmental studies.</b></p> <p>Final Disposition                     <b>Permanent</b></p> <p>Item Status                             <b>Active</b></p> <p>Is this item media neutral?         <b>No</b></p> <p>Explanation of limitation           <b>This item specifically covers analog film.</b></p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?     <b>No</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> <tr> <td style="padding: 5px;"><b>AR 25-400-2</b></td> <td style="padding: 5px;"><b>The Army Records Information Management System</b></td> </tr> </table> <p><b>Disposition Instruction</b></p> <p>If this item has multiple sections, indicate here records to which this section apply     <b>Non-electronic Photographs and Other Graphic Materials</b></p> <p>Transfer to the National Archives for Accessioning     <b>Transfer to the National Archives immediately after immediately after approval of schedule.</b></p> <p><b>Additional Information</b></p> <p>What will be the date span of the initial transfer of records to the National Archives?     <b>From 1965 To 1994</b></p> <p>How frequently will your agency transfer these records to the National Archives?     <b>Unknown</b> <b>n/a</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 50%;"></th> <th style="width: 25%;">Estimated Current Volume</th> <th style="width: 25%;">Annual Accumulation</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;"><b>Electronic/Digital</b></td> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;"><b>Paper</b></td> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> </tr> </tbody> </table>	Manual Citation	Manual Title	<b>AR 25-400-2</b>	<b>The Army Records Information Management System</b>		Estimated Current Volume	Annual Accumulation	<b>Electronic/Digital</b>			<b>Paper</b>		
Manual Citation	Manual Title													
<b>AR 25-400-2</b>	<b>The Army Records Information Management System</b>													
	Estimated Current Volume	Annual Accumulation												
<b>Electronic/Digital</b>														
<b>Paper</b>														

2

Microform		
Hardcopy or Analog Special Media	100 cans	

**Aerial Photography Negative/Imagery Indices**

Disposition Authority Number    **DAA-AU-2017-0017-0002**

Records consist of indices of the aerial photography.

Final Disposition                      **Permanent**

Item Status                                **Active**

Is this item media neutral?            **Yes**

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
AR 25-400-2	The Army Records Information Management System

**Disposition Instruction**

Transfer to the National Archives for Accessioning    **Transfer to the National Archives immediately after Records are eligible for immediate transfer to National Archives. Transfer a copy of the index to the National Archives at the same time as the film negatives described above.**

**Additional Information**

What will be the date span of the initial transfer of records to the National Archives?    **From 1965 To 1994**

How frequently will your agency transfer these records to the National Archives?    **Unknown  
n/a**

	Estimated Current Volume	Annual Accumulation
Electronic/Digital		
Paper	1.0 Cubic feet	

3

Microform		
Hardcopy or Analog Special Media		

**Film Documents**

Disposition Authority Number      **DAA-AU-2017-0017-0003**

Files consist of contracts, inspections, printed images of photography and miscellaneous correspondence.

Final Disposition                      **Permanent**

Item Status                                **Active**

Is this item media neutral?            **Yes**

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
AR 25-400-2	The Army Records Information Management System

**Disposition Instruction**

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

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

**Additional Information**

What will be the date span of the initial transfer of records to the National Archives?      **From 1965 To 1994**

How frequently will your agency transfer these records to the National Archives?      **Unknown  
n/a**

	Estimated Current Volume	Annual Accumulation
Electronic/Digital		

Paper	10 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
07/18/2017	Certify	Shirley KinsonJones	Management Analyst	Army - Records Management and Declassification Agency
11/13/2017	Submit for Concurrence	Robyn Dexter	Appraisal Archivist	National Archives and Records Administration - RDTP2
11/27/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
11/27/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
12/01/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist