

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408

1. FROM (Agency or establishment) U.S. Army

2. MAJOR SUBDIVISION U.S. Total Army Personnel Command

3. MINOR SUBDIVISION Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER Vicki Yonts

5. TELEPHONE (703) 806-3198

SAVE BLANK (NARA use only)

JOB NUMBER

71-AW-00-17

DATE RECEIVED

5-1-2000

NOTIFICATION TO AGENCY

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE

1-5-01

ARCHIVIST OF THE UNITED STATES

John W. Carl

6. 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 on the attached _____ 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

[X] is not required; [] is attached; or [] has been requested.

DATE

20 Apr 00

SIGNATURE OF AGENCY REPRESENTATIVE

Howard N. Greenhalgh

TITLE

Director, Records Management Division

7. ITEM NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARA USE ONLY)

Background: The prescribing regulation for this file number is AR 135-200, 30 Jul 99, Active Duty for Missions, Projects, and Training for Reserve Component Soldiers. These files are required to document action taken on ADSW tour requests and policy exceptions until funds have been disbursed and the Fiscal Year has been closed out. Electronic copies created on electronic mail and word processing systems will be deleted after recordkeeping copy has been produced and when no longer needed for reference, updating, revision, or dissemination.

1 FN: 135-200a Title: Active Duty for Special Work (ADSW) Files Authority:

Privacy Act: A0640-ARPC

Description: Program management files for Active Duty for Special Work (ADSW) Program, to include budget and resource management files; ADSW tour request approvals and disapprovals; exception to policy request approvals and disapprovals. TE3.

Disposition: Code KE6. Event is after funds have been disbursed and the fiscal year has been closed out. Keep in CFA until event occurs and then until no longer needed for conducting business, but not longer than 6 years after the event, then destroy. then retire to RHA. The RHA will destroy the record 3 years after the event.

V. Yonts
H. Greenhalgh
11-15-2000

Agency NAWM NIR