

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See instruction on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		JOB NUMBER 71-AU-02-5	DATE RECEIVED 11/7/01
1. FROM (Agency or establishment) U.S. ARMY		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION U.S. TOTAL ARMY PERSONNEL COMMAND		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION RECORDS MANAGEMENT PROGRAM DIVISION		DATE 3-28-02	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</i>
4. NAME OF PERSON WITH WHOM TO CONFER Brenda S. Bowen	5. TELEPHONE (703) 806-4391		
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 <u>1</u> page(s) are not now needed for the business of the agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provision of Title 8 of the GAO Manual for Guidance of Federal Agencies, <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 1 Nov 01	SIGNATURE OF AGENCY REPRESENTATIVE <i>Howard N. Greenhalgh</i> 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 GRS OR SUPERSEDED JOB CITATION	10.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)
1.	BACKGROUND: The prescribing directive for this record series is AR 420-10, Management of Installation Directorates of Public Works, dated 15 Apr 97. <i>Army seeks authorization to apply the proposed disposition instructions to any recordkeeping medium. 11/19/01 e-mail from Howard Greenhalgh TT</i> FN: 420-10a Title: Public works correspondence Authority: TBD Privacy Act: Not applicable Description: Information on the criteria, standards, and practices of maintenance, repair, operation, conservation, and improvement of public works at military installations. Information and reports on the conduct of facilities engineering, housing, and environmental management activities, including the operation of facilities engineering shops, and related correspondence are included. Disposition: Code KE6: Event is when superseded or obsolete. 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.	NC-AU-75-19	
2.	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.		

Sent to Agency, NR