

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See instruction on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		JOB NUMBER 71-92-02-18	DATE RECEIVED 4-25-2002
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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			
4. NAME OF PERSON WITH WHOM TO CONFER Brenda S. Bowen	5. TELEPHONE (703) 806-4391	DATE 8-22-02	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>

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 <sup>this page and</sup> 1 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,

is not required;  is attached; or  has been requested.

DATE 19 Apr 02	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> HOWARD N. GREENHALGH	TITLE DIRECTOR, RECORDS MANAGEMENT DIVISION
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	<p>BACKGROUND: The prescribing directive for this record series is AR 600-8-24, Officer Transfers and Discharges, dated 21 Jul 95. The proposed disposition instructions apply to records in all media and format.</p> <p>FN: 600-8-24b1 Title: Officer separation proceedings - Individuals confined by foreign civil authorities and officers separated from the IRR Authority: TBD Privacy Act: A0635-200TAPC Description: Information relating to release, discharge, and resignation of officers from RA, ARNG, and USAR. Included are documents pertaining to individual RA, ARNG, and USAR officers separating by reason of convenience of the Government, dependency or hardship, pregnancy, alcohol or other drug abuse, good of the service, unsatisfactory performance, misconduct, or homosexuality. Also included are individual discharge cases, resignations, discharge board proceedings, notifications when administrative board is waived or not required and entry level separations. Excluded are documents which are to be filed in OMPF or MPRJ. Disposition: Code TE3: Event is after execution of the discharge. Keep in CFA until event occurs and then until no longer needed for conducting business, then retire to RHA. The RHA will destroy the record 3 years after the event.</p> <p><i>cc Agency DR DUMW</i></p>	NN-166-204	

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
2.	<p>FN: 600-8-24b2            Title: Officer separation proceedings - Other individuals            Authority: TBD            Privacy Act: A0635-200TAPC            Description: Information relating to release, discharge, and resignation of officers from RA, ARNG, and USAR. Included are documents pertaining to individual RA, ARNG, and USAR officers separating by reason of convenience of the Government, dependency or hardship, pregnancy, alcohol or other drug abuse, good of the service, unsatisfactory performance, misconduct, or homosexuality. Also included are individual discharge cases, resignations, discharge board proceedings, notifications when administrative board is waived or not required and entry level separations. Excluded are documents which are to be filed in OMPF or MPRJ.            Disposition: Code T2: Keep in CFA until no longer needed for conducting business, then retire to RHA. The RHA will destroy the record when the record is 2 years old.</p>		
3.	<p>Electronic copies created on electronic mail and word processing systems will be deleted after recordkeeping copy has been produced <sup>or</sup> <del>and</del> when no longer needed for reference, updating, revision, or dissemination, <i>whichever is later. [Amended by R. Ware per K. Hampton, 8-8-2002]</i></p>		