

<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-A2-04-6	DATE RECEIVED 3-30-2004
1. FROM (Agency or establishment) U.S. ARMY		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION U.S. ARMY HUMAN RESOURCES 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 ARMY RECORDS INFORMATION MANAGEMENT DIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER MRS. VERMELL M. MATHIS	5. TELEPHONE (703) 428-6412	DATE 11-2-04	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 \_\_\_\_\_ pages(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 3-25-04	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> JOHN A. SHARRETT SULLIVAN	TITLE CHIEF, 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 GRS OR SUPERSEDED JOB CITATION	10.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><b>BACKGROUND:</b> The new recordkeeping requirements include records relating to military and personal preparedness prescribed in Army Regulation (AR) 608-48, Army Family Team Building Program (AFTB). The AFTB Program will meet the educational needs of Army spouses and family members, and provide them with the skills and knowledge to enhance family readiness. The program will also educate and train Army personnel in knowledge, skills, and behaviors to prepare Army families to move successfully into the future. Army family members are the main target audience for the AFTB Program, however family members of the Army National Guard, U.S. Army Reserve, Department of Army Civilians, and retirees are eligible to participate in the program. The disposition instructions apply to records in all media and format.</p> <p><b>FN:</b> 608-48a <b>Title:</b> Army Family Team Building (AFTB) Program <b>Authority:</b> TBD <b>Privacy Act:</b> Not applicable <b>Description:</b> Documents that include or pertain to strategic, action, marketing and training plans; surveys; reviews; findings and recommendations; reports; time logs; resource requirements; and training registration, nominations, evaluations, calendar, supplies, equipment, materials, and recruitment. <b>Disposition:</b> Code K8: Keep in CFA for 7 years, then destroy. (CONTINUED ON NEXT PAGE)</p> <p>6 6 Per telephone conversation w/ V. Mathis Records Officer, 8/9/04 <i>[Signature]</i></p> <p>cc Agency, DR, NURMUR</p>		

**REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION**

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2	<p>The electronic version of all records on this schedule that are created by electronic mail or word processing applications will be deleted when the file copy is generated or when no longer needed for reference or updating, whichever is later.</p>		

*Encl*