

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 NI-A4-07-11	DATE RECEIVED 1/19/07
1. FROM (Agency or establishment) U.S. ARMY		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Office of the Administrative Assistant to the Secretary of the Army		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 SHIRLEY KINSON - JONES	5. TELEPHONE (703) 428-6411	DATE 7/26/07	ARCHIVIST OF THE UNITED STATES <i>Allen Williams</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 17 JAN 07	SIGNATURE OF AGENCY REPRESENTATIVE KENNETH C. HANSEN <i>Kenneth Hansen</i>	TITLE ACTING 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 GRS OR SUPERSEDED JOB CITATION	10.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>BACKGROUND: The prescribing directive for this file is Army Regulation 350-1, Army Training and Development. The authority number currently displayed in the Army Records Information Management System (ARIMS), Record Retention Schedule Army (RRS-A) for the record numbers listed below are incorrect, indicating that these records have never been officially appraised.</p> <p>The proposed disposition instructions applies to records in all media and formats.</p> <p>RN: 350-1u1 Title: Training media files Lesson plans Authority: TBD PA: NA Description: Information accumulated by headquarters of divisions, installations, and lower level activities conducting training. Included are training schedules, programs, lesson plans, memorandums, directives, and similar information Disposition: KEN Event is when superseded or obsolete.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.</p>	<p>NN 166-204 Not Applicable 19 Jan 07 <i>[Signature]</i></p>	

REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION

JOB NUMBER

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OF
2

7.
ITEM
NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

9. GRS OR
SUPERSEDED
JOB CITATION

10. ACTION
TAKEN (NARA
USE ONLY)

~~2~~ ~~RN: 350 1u2~~
 Title: Training media files - records other than lesson plans
 Authority: TBD
 PA: NA
 Description: Information accumulated by headquarters of divisions, installations, and lower level activities conducting training. Included are training schedules, programs, memorandums, directives, and similar information.
 Disposition: K1. Keep in CFA until record is 1 year old, then destroy.

~~NN 166 204~~ *Not applicable*
19 Jan 07 *SM*
Changed per R.O. request.
See email 4/10/2007 *SM*