

Request for Record Disposition Authority

(See Instructions on reverse)

Leave Blank (NARA Use Only)

To **National Archives and Records Administration (NIR)**
Washington, DC 20408

1 From (Agency or establishment)
 Department of the Army

2 Major Subdivision
 Office of the Administrative Assistant to the Secretary of the Army

3 Minor Subdivision
 Records Management and Declassification Agency

4 Name of Person with whom to confer
 Brenda Fletcher

5 Telephone (include area code)
 703-428-6298

Job Number
NI-A4-09-17

Date Received
3/12/09

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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
8/20/09

Archivist of the United States
Adrian Thomas

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 2 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

is not required is attached has been requested

Signature of Agency Representative
 Title
 Dominic Baldini, Chief, Records Management Division

Date (mm/dd/yyyy)

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	<p style="text-align: center;">Accreditation Standards List (ASL) AR 350-1</p> <p>Background TRADOC is the accrediting authority for Army training and leader development at all institutions (except West Point and the Army War College) TRADOC established the quality assurance program to accomplish this requirement</p> <p>The Combined Army Support Command (CASCOM) is a training and combat development organization CASCOM supports initial military and functional training, leader development and education, collective training, doctrine and lessons learned program, training support, and concepts, experimentation and requirements determination, develops program policy and accreditation standards, coordinates accreditation visits, tracks issues, and oversee areas of Army sustainment schools Army training and education evaluation, and quality-assurance programs apply to training courses, products, and institutions Evaluations of the Army sustainment schools are conducted every 3 years</p> <p>Purpose The Accreditation Standards List automates a manual reporting process of the TRADOC accreditation standards</p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

Job Number

Page

of

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	<p>Note. Use record number (RN) 25-1kkk for source input records; RN 25-1lll for automated system administrative outputs and reports; RN 25-1mmm for automated system documentation and specification files; and RN-1nnn for backup files.</p> <p>RN: 350-1x Title: Accreditation Standards List Master File Authority: TBD PA: TBD Description: Assessments of institution and activities Users are the accreditation teams and similar quality assurance groups, and course directors who conduct assessments. Reports are results of Army school evaluations, information on certified instructors and mentors and assessments of school equipment, services, support personnel, facilities and supplies. Retrieval is by school code and activity name. Date of accreditation visit, results of assessment, report of strength and weaknesses.</p> <p>After input the source material is no longer needed and may be destroyed after verification of data into the master file or when no longer needed to support the reconstruction of the master file. Outputs are paper and electronic copy.</p> <p>Disposition. K5 Keep in CFA until record is 5 years old, then destroy.</p>		