

Request for Records Disposition Authority

(See Instructions on reverse)

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


Leave Blank (NARA Use Only)

Job Number
NI-AU-10-31

Date Received
3/22/10

Notification to Agency

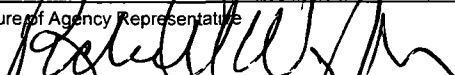
In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

Date _____ Archivist of the United States


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 1 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: **Richard A. Wojewoda, Chief, Records Mgmt Division** Date (mm/dd/yyyy): **03/10/2010**

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
380 - Security	<p>Background A personnel database used to support processing of special liaison soldiers who have been assigned continuous full-time duties as security access personnel</p> <p>The system reports information to the Enlisted Selection Board System (ESBS)</p> <p>RN 380-67d Title Special Liaison Office (SLO) Master File Authority TBD PA TBD</p> <p>Description Content include name, social security number, date of birth, and similar identifying information</p> <p>Disposition AR 380-67 requires, in some instances, that all or part of the information contained in these files be transferred along with the individual concerned See AR 380-67 for guidance</p> <p>Files requiring no action per AR 380-67 KEN Event is upon transfer or separation of the individual Keep until event occurs and then until no longer needed for conducting business, but not longer than 6 years after the event, then delete</p> <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>		