

Request for Record Disposition Authority

(See Instru 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-AU-10-623

Date Received

7/29/10

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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

8/10/11

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)

29 MAR 2010

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)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;">420 - Facilities Engineering</p> <p>Background Information systems used in the administration of activities related to facilities engineering functions and services, including custodial, entomological, refuse collection and disposal, snow and ice removal, maintenance and repair of real property, operation of utility plants and systems, fire prevention and protection, abatement of environmental pollution, management of natural resources (land, forest, fish, and wildlife), and related systems</p> <p>RN 420-1 Title Army Energy and Water Reporting System (AEWRS) Master File Authority TBD PA TBD</p> <p>Description This system collects utility costs and consumption of electricity, heating fuels and water usage</p> <p>Disposition K6 Keep until no longer needed for conducting business, but not longer than 6 years, 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>		