

**Request for Record 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  
**Sheila M Brown**

5 Telephone (include area code)  
**703-428-6412**

**Leave Blank (NARA Use Only)**

Number  
**01-AU-10-82**

Date Received  
**5/5/10**

**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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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 **5 Oct 2010** Archivist of the United States *[Signature]*

**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 \_\_\_\_\_ 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 *[Signature]* Title **Richard A. Wojewoda, Chief, Records Management Division** Date (mm/dd/yyyy) **04/20/2010**

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	<p align="center"><b>AR 600-85, The Army Substance Abuse Program</b></p> <p>RN 600-85j Title Risk Reduction Program (RRP) Authority TBD PA: TBD</p> <p>Description the RRP is currently operational at 33 Army installations in CONUS and OCONUS. The program covers approximately 300,000 active duty soldiers. The RRP is designed to generate roll-up reports at the brigade, Deputy Commanding General, and installation levels.</p> <p>Disposition KN Keep in AEA until no longer needed for conducting business, but not longer than 6 years, then delete.</p> <p>NOTE. Use record number (RN) <del>25-1111 for automated system administrative reports</del> RN 25-1kkk for source/input records and RN 25-1nnn for backup files, 25-1mmm for automated system documentation and specification files <b>USE GRS 20-16 for out puts. 5/5/10 T.W</b></p> <p>Please see attached survey for additional information</p>		