

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
 Shirley Kinson-Jones

5 Telephone (include area code)
 703-428-6411

Leave Blank (NARA Use Only)

Job Number
 NI-A4-10-99

Date Received
 6/28/10

Notification to Agency

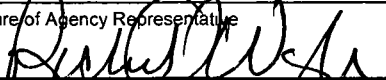
In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

Date 9 Jan 14 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 _____ 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 Management Division** Date (mm/dd/yyyy) **06/14/2010**

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
1	<p>THE ARMY PUBLISHING PROGRAM AR 25-30</p> <p>RN 25-30bbb Title Army Point & Click Web-Ordering System Master File Authority TBD PA NA Description System contains Forms and Publication order data Disposition KN 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 reports, RN 25-1mmm for system documentation, and RN 25-1nnn for backup files</p> <p>Please see attached for additional information</p>		