

REQUEST FOR RECORDS DISPOSITION AUTHORITY  
(See Instructions on reverse)

LEAVE BLANK

JOB NO. **AT-AU-87-5**

TO: GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

DATE RECEIVED  
**11/10/86**

1. FROM (Agency or establishment)

Department of the Army

2. MAJOR SUBDIVISION

Information Systems Command

3. MINOR SUBDIVISION

Records Management Branch

4. NAME OF PERSON WITH WHOM TO CONFER

Cliff Jones

5. TELEPHONE EXT.

325-6044

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

DATE

3-27-87

ARCHIVIST OF THE UNITED STATES

*James H. Bunker*

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence:  is attached; or  is unnecessary.

B. DATE	C. SIGNATURE OF AGENCY REPRESENTATIVE	D. TITLE
27 Oct 86	W.R. BOARDMAN, CRM <i>W.R. Boardman, CRM</i>	Army Records Manager

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
1	<p>25-1a Army Information Management Program</p> <p><b>BACKGROUND:</b> This is a new file number being developed by the Army based on records keeping requirements in AR 25-1. The Army Information Management Program is the Army's overall program to manage, integrate, and approve information requirements in the three Army information groups: strategic, theater/tactical, and sustaining base. The following description and disposition instructions meet current Army requirements.</p> <p>25-1a</p> <p>Authority:</p> <p>Army Information Management Program</p> <p>Information that documents the establishment of management structure, methodology, and concept of operations in support of the Army Information Management Program. Included in documentation of strategic information requirements, theater/tactical information requirements and sustaining base information requirements; development of information architecture framework; establishment of priorities, goals, and objectives; configuration controls; and evaluation of</p> <p style="text-align: center;"><b>#873</b></p>		

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p>initiatives; formal information requirements studies, and related information.</p> <p>Disposition</p> <p>a. Office with Army-wide responsibility: Permanent.</p> <p>b. MACOMs and agencies or activities reporting directly to HQDA: Destroy after 10 years.</p> <p>c. Other offices: Destroy when no longer needed for current operations.</p> <p><i>offer in 5 year blocks when 20-25 years old.</i></p>		