

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK

JOB NO. NI-AU-87-7

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

DATE RECEIVED  
4/10/86

1. FROM (Agency or establishment)

Department of the Army

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION

Information Systems Command

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

3. MINOR SUBDIVISION

Records Management Branch

4. NAME OF PERSON WITH WHOM TO CONFER

Cliff Jones

5. TELEPHONE EXT.

325-6044

DATE

3-27-87

ARCHIVIST OF THE UNITED STATES

*Frank A. Bunk*

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>WR Boardman</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 GRS OR SUPERSEDED JOB CITATION	10.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>25-5a Information Management Master Plan (IMMP)</p> <p><b>BACKGROUND:</b> This is a new file number being developed by the Army based on records keeping requirements in AR 25-5. The Information Management Master Plan (IMMP) is a plan prepared by OACSIM that includes the other Information Management Plans (IMPs) prepared throughout the Army. The following description and disposition instructions meet current Army requirements.</p> <p>25-5a</p> <p><b>Authority:</b></p> <p>Information which provides policy, annual guidance, and approved architecture to the Army. The IMMP is the culmination of annual IMP submissions from the Army at large and is written after receipt, review, evaluation, validation, and approval of the individual IMPs. Included are the record copy of the approved IMMP; new information initiatives processed through the IMMP; validations, integrations, and consolidations of IMPs and other plans of the Information Mission Area into the IMMP; and related information.</p> <p align="center"><i>#874</i></p>			

## Request for Records Disposition Authority - Continuation

JOB NO.

PAGE OF  
2 2

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p>Disposition</p> <p>a. Office with Army-wide responsibility: Destroy after 17 years.</p> <p>b. ASA(FM), Reviewing offices, and HQDA Select Committee (SELCOM): Destroy after 2 years.</p> <p>c. Other offices: Destroy when IMMP is superseded, obsolete, or no longer needed for current operations.</p>		