

REQUEST FOR RECORDS DISPOSITION AUTHORITY

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JOB NO. *NI-AU-88-13*

TO: NATIONAL ARCHIVES & RECORDS ADMINISTRATION  
WASHINGTON, DC 20408

DATE RECEIVED *8-15-88*

1. FROM (Agency or establishment)  
Department of the Army
2. MAJOR SUBDIVISION  
U.S. Army Information Systems Command
3. MINOR SUBDIVISION  
DCSOPS (AS-OFS-MR)
4. NAME OF PERSON WITH WHOM TO CONFER  
Cliff Jones
5. TELEPHONE EXT.  
(602) 538-6568

NOTIFICATION TO AGENCY

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE *2/28/89* ARCHIVIST OF THE UNITED STATES

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 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, 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 X is unnecessary.

B. DATE <i>3 Aug 88</i>	C. SIGNATURE OF AGENCY REPRESENTATIVE 	D. TITLE Colonel, GS, DCSOPS
RAMEY J. BRANDON		

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED	10. ACTION TAKEN (NARS USE)
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1	25-96a Army Library Management Reporting Systems (ALMRS)		
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**BACKGROUND:** This is a new file number being developed by the Army. ALMRS is an Armywide information system designed to capture data on library services, personnel, funding, and collections of materials. The object of ALMRS is to identify the resources expended in Army libraries.

25-96a  
Army Library Management Reporting Systems (ALMRS)  
Description:  
Consolidated data and reports, to include DA Form 5444-R, to support management planning and decision making (at HQDA, MACOM, or agency levels). Includes information reflecting library services, resources, personnel, funding, collections of material, and similar information.

Disposition:  
a. Office requiring the report:  
(1) Source documents: Destroy after inputting to the data base.  
(2) Data base: Erase after system is no longer in effect, or no longer needed for current operations.  
b. Other offices: Destroy after 2 years.

*GRS 20,  
item 2a*

*88-12*