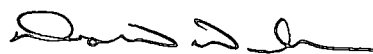


<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: <b>GENERAL SERVICES ADMINISTRATION</b> <b>NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408</b>		JOB NO.	N1-AU-88-017
1. FROM (Agency or establishment) Department of the Army		DATE RECEIVED	1-15-88
2. MAJOR SUBDIVISION Administrative Assistant to Secretary of the Army		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Environmental Support Group		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
4. NAME OF PERSON WITH WHOM TO CONFER Mr. Tony Shabeck	5. TELEPHONE EXT. 202/653-1865	DATE 1/13/88	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  is unnecessary.

B. DATE 6 Jan 88	C. SIGNATURE OF AGENCY REPRESENTATIVE  W. R. BOARDMAN, CRM	D. TITLE Army Office Systems Manager
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7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
1	<p><u>Environmental Support Group Case Files</u></p> <p>Case files generated in response to requests for information submitted by Veterans Administration regional offices, private veterans' organizations, and individual veterans. Requests are usually for tour of duty information to support a medical claim. Requests submitted by the VA usually include VA Form 21-4138, Statement in Support of Claim, and psychiatric reports. Responses generated by ESG usually include a cover letter summarizing findings and electrostatic copies of relevant documents, such as morning reports and unit histories. <u>Disposition:</u> Cut off after one year and retire to a Federal Records Center. Destroy when 10 years old.</p>		