

REQUEST FOR RECORDS DISPOSITION AUTHORITY

LEAVE BLANK

JOB NO. *NI-ALL -91-8*

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

DATE RECEIVED *7-11-91*

1. FROM (Agency or establishment)	NOTIFICATION TO AGENCY
Department of the Army	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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.
2. MAJOR SUBDIVISION	
U.S. Army Information Systems Command	
3. MINOR SUBDIVISION	
DCSOPS (ASOP-MR)	
4. NAME OF PERSON WITH WHOM TO CONFER	DATE ARCHIVIST OF THE UNITED STATES
Peter Criscuolo	<i>5/13/91</i> <i>Claudio J. Meier</i>
5. TELEPHONE EXT.	
(602) 538-4746	

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 X is unnecessary.

B. DATE	C. SIGNATURE OF AGENCY REPRESENTATIVE	D. TITLE
<i>12/14/90</i>	<i>Jay A. Raschke</i>	Chief, Policy Division

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED	10. ACTION TAKEN
	JOB CITATION:		(NARS USE)
1	The U.S. Army Surgeon General has requested disposition authority for records on the evaluation and control of occupational exposure to agent GB. Agent GB (isopropyl methylphosphonofluoridate) is a substance used in military-specific systems and equipment which poses serious health hazards to individuals exposed to excessive concentrations. DA Pamphlet 40-8 establishes a special occupational safety standard for exposure to this substance and the file numbers requested below will be used to maintain records in support of that standard.		
2	FN: 40-8a Title: GB agent area designations Description: Documents designating GB agent areas where entry and exit are restricted and controlled and where agent GB is manufactured, processed, packaged, re-packaged, demilitarized, released, handled, stored, used, or disposed of. Included are listings of agent areas and hygiene and decontamination facilities. Also included are standing operating procedures and directives related to emergency measures, contamination controls, personal protective equipment, laboratory operations, and exposure monitoring and measurement. Disposition: a. Operating activity: Destroy after 40 years. b. Other activities: Destroy when no longer needed for current operations.		

7. ITEM NO:	8. DESCRIPTION OF ITEM	9. GRS OR	10. ACTION
	(With Inclusive Dates or Retention Periods)	SUPERSEDED	TAKEN
		JOB CITATION:	(NARS USE)
3	FN: 40-8b Title: GB agent area access records Description: Documents reflecting access by personnel to GB agent areas. Included are daily rosters and summaries of rosters identifying personnel who have entered and left designated GB agent areas. Disposition: a. Operating activity: Destroy after 40 years. b. Other activities: Destroy when no longer needed for current operations.		
4	FN: 40-8c Title: Monitoring and measurement records Description: Documents pertaining to exposure, air monitoring, and measurements taken in operations involving agent GB. Included are documents and forms reflecting the date, number, duration, location, and results of each sample taken with a description of the sampling and analytical methods used. Also included are information on the type of protective equipment used where permissible exposure limits have been exceeded. Disposition: a: Operating agency: Destroy after 40 years. Where permissible limits have been exceeded, place a copy in the medical records of each exposed individual. b: Other activities: Destroy when no longer needed for current operations.		
5	FN: 40-8d Title: Health education files Description: Documents pertaining to health education program for individuals assigned to workplace in which there is a potential for agent GB exposure. Included are documents reflecting acknowledgment of information and awareness of standards in DA Pam 40-8. Also included are documents and signed statements by women accepting employment or placement in positions involving potential exposure to agent GB. Disposition: a. Operating agency: Destroy after 40 years. Where women are employed, place a copy of the position acceptance statement in each potentially exposed individual's medical records. b. Other activities: Destroy when no longer needed for current operations. c. Destroy health education instructional materials when superseded, obsolete, or no longer needed for the education program.		

Four copies, including original to be submitted to the National Archives and Records Administration.