

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-AU-93-9	DATE RECEIVED 9-3-93
1. FROM (Agency or establishment) U. S. ARMY		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION HQ, US ARMY INFORMATION SYSTEMS COMMAND		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3. MINOR SUBDIVISION POLICY DIVISION, DCSOPS			
4. NAME OF PERSON WITH WHOM TO CONFER MONETTE BLANCO (ASOP-MR)	5. TELEPHONE (602) 538-4749	DATE 11-18-94	ARCHIVIST OF THE UNITED STATES <i>Cindy Hudkamp Peterson</i>

**6. AGENCY CERTIFICATION**  
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached \_\_\_ 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required;  is attached; or  has been requested.

DATE 8 Oct 92	SIGNATURE OF AGENCY REPRESENTATIVE <i>Jay A. Raschke</i> JAY A. RASCHKE,	TITLE CHIEF, POLICY DIVISION
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>BACKGROUND: The requirement for retention of Health Hazard Assessment reports is cited in DOD directive 5000.1 and DOD Instruction 5000.2. DOD Component heads are responsible for maintaining health systems safety engineering, health hazard, and environmental effect data and to maintain records of system safety and health hazard lessons learned. This information is used for developing and acquiring new and improved systems.</p> <p>FN: 40-10a Title: Health Hazard Assessment Reports Description: Documents that provide analysis and assessments of health hazard issues relating to materiel systems and provide recommendations for eliminating or controlling identified hazards. Included are data gathered from technical, user, and initial production tests and similar sources.</p> <p>Disposition: a. U.S. Environmental Hygiene Agency: ① Report - permanent; ② background material - destroy after 30 years; ③ HHA database - permanent. Transfer to NARA immediately and every five years thereafter per 36 CFR 1228.188. b. Other offices: Destroy after 5 years.</p> <p>Permanent records will be transferred to NARA in a medium and format acceptable at the time of transfer.</p>		

(Per telcon w/Kandy Light, 10-27-94).

*Jeanne Young*

Copies sent to Agency, NSX, NNT; NCF, NIA @ 12/7/94