

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See instructions on reverse)

LEAVE BLANK (NARA use only)

JOB NUMBER *NI-AU-95-8*

TO: NATIONAL ARCHIVES AND RECORDS ADMINISTRATION (NIR)
8601 ADELPHI ROAD, COLLEGE PARK MD 20740-6001

DATE RECEIVED
9-13-95 MHW

1. FROM (Agency or establishment)
U.S. Army

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION
U.S. 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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
Information Requirements Division, DCSOPS

4. NAME OF PERSON WITH WHOM TO CONFER
Kandy Light, ATTN: ASOP-MP

5. TELEPHONE
(520) 538-8414

DATE *5-14-96* ARCHIVIST OF THE UNITED STATES *[Signature]*

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 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, 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
6 Sep 95

SIGNATURE OF AGENCY REPRESENTATIVE
KANDY LIGHT *[Signature]*

TITLE:
ARMY RECORDS MANAGER

| 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 GRS OR SUPERSEDED JOB CITATION | 10.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 Judge Advocate General, Department of the Army, is responsible for the control, management and supervision of the Army's intellectual property law program, which includes Laboratory Notebooks. Recently, their approval was received to increase the disposition instructions, as described below. Empirical experience has shown that pending suits on patent infringements extend beyond the current 23-year retention period.</p> <p>FN: 27-60tt Title: Laboratory Notebooks Authority: NN-164-25 (Current) Privacy Act: Not applicable. Description: Notebooks used to record and preserve engineering and scientific data, and to provide legal evidence of the date of conception of an invention. Notebooks are generally of two types: those containing technical data which is routine, fragmentary, or duplicated in technical</p> <p>(continued)</p> | <p><i>NN-164-25 (1963)</i></p> | |

copy to agency, NNT, NCF, NSR, NN-E, NIA

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|-------------|---|-----------------------------------|----------------------------------|
| | <p>(continued)</p> <p>reports and information, and those containing data essential in establishing patent rights. In addition to the author's name, all laboratory notebooks will be identified by the titles and numbers of the projects, tasks, or subtasks to which they pertain.</p> <p>Disposition: Retire after 6 years. Destroy 23 years after last entry in notebook. (current)</p> <p>Disposition: Retire 6 years after last entry in notebook. Destroy 30 years after last entry in notebook. (Proposed)</p> <p>Note: NARA shall transfer to its custody and preserve those unique collections of notebooks considered to have historical or archival value.</p> | | |