# Request for Records Disposition Authority

**TO:** NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
WASHINGTON, DC 20408

1. **FROM (Agency or establishment):**  
   - U.S. Army

2. **MAJOR SUBDIVISION:**  
   - U.S. Army Chemical School

3. **MINOR SUBDIVISION:**

4. **NAME OF PERSON WITH WHOM TO CONFER:** Ann Koonce

5. **TELEPHONE:** (205) 848-6794

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.

7. **DATE:**  
   - Dec 95

8. **SIGNATURE OF AGENCY REPRESENTATIVE:**  
   - Archivist of the Army

9. **DESCRIPTION OF ITEM AND PROPOSED DISPOSITION:**

   **1. Bound volumes.**

   Arrangement: Alpha-numeric identifier, then by volume number and report number thereunder.  
   Accumulation: approximately 50 cubic feet.  
   
   **PERMANENT.** Transfer to the National Archives immediately upon approval of this schedule.  
   Closure of the Chemical School: 3/21/96

   **2. Loose reports.**

   Arrangement: alpha-numeric identifier, then numerically by report number.  
   Accumulation: 33 cubic feet.  
   
   **PERMANENT.** Transfer to the National Archives immediately upon approval of this schedule.  
   Closure of the Chemical School: 3/21/96

   **3. Finding aids.**

   a. 3" x 5" index cards containing specific information regarding alpha-numeric

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**STANDARD FORM 115 (REV. 3-91)**  
Prescribed by NARA  
36 CFR 1228

**FEB 27 1996**

**PREVIOUS EDITION NOT USABLE**

**COPY TO: AGENCY, NME, NNT, N1A, NMR, NSS, NSX**

**115-109 NSN 7540-00-634-4064**
<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION</th>
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<tbody>
<tr>
<td></td>
<td>identifier and/or report number, as well as a brief description of the research.</td>
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<tr>
<td></td>
<td>1) 39 drawers, arranged alphabetically by subject.</td>
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<td><strong>PERMANENT.</strong> Transfer to the National Archives immediately upon approval of this schedule.</td>
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<td><strong>2/12/96</strong></td>
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<td>2) 7 drawers, arranged alphabetically by author.</td>
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<td><strong>PERMANENT.</strong> Transfer to the National Archives immediately upon approval of this schedule.</td>
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<td><strong>b. Electronic database.</strong></td>
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<td>1) Reports database consisting of the volume number/report number, title, date of report, bound volume or loose report indication, cross reference, and loose report location.</td>
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<td><strong>PERMANENT.</strong> Transfer to the National Archives immediately upon approval of this schedule in accordance with 36 CFR 1234.</td>
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<td>2) Analysis database containing the volume number/report number, agent or subject, test location(s), and type of test.</td>
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