

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: National Archives and Records Administration (NIR) 8601 Adelphi Road, College Park, MD 20740-6001		JOB NUMBER <i>NI-AU-98-7</i>	DATE RECEIVED <i>12-16-97</i>
1. FROM (Agency or establishment) U.S. Army		NOTIFICATION TO AGENCY 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION U.S. Total Army Personnel Command		DATE <i>5-10-00</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</i>
3. MINOR SUBDIVISION Records Management Program Division			
4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE		

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 <i>12 Dec 97</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Howard N. Greenhalgh</i> HOWARD N. GREENHALGH	TITLE Chief, Records Management Program 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 GRS OR SUPERSEDED JOB CITATION	10.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.	BACKGROUND: AR 385-64, Ammunition and Explosives Safety Standards requires lightning protection systems for facilities involved with development, manufacturing, testing, handling, storage, maintenance and demilitarization or disposal of ammunition and explosives. Military Handbook 419 provides additional guidelines on surge suppression, bonding, and shielding for incoming power, communication and instrumentation lines. DA Pamphlet 385-64, Ammunition and Explosives Safety Procedures requires that regular inspections of and tests occur on grounding systems. The Army Safety Office has determined that the inspection and testing files be maintained for 20 years to indicate any deterioration trends.		
2.	FN: 385-64c Title: Grounding systems inspection and test files Authority: TBD Privacy Act: Not applicable. Description: Inspection and test reports of visual and/or electrical tests of the earth electrode subsystem. Disposition: Cutoff at the end of the year. Maintain in Safety Office CFA for 20 years, then destroy.		
	<i>Electronic copies created on electronic mail and wordprocessing systems will be deleted after recordkeeping copy has been produced and when no longer required for reference, updating, revision, or dissemination.</i>		

*Agency concurrence
 2/11/2000
 Reference NARA
 Handy light. DBA*