

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See instructions on reverse)</i>		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-99-3</i>	DATE RECEIVED <i>5-3-99</i>
1. FROM (Agency or establishment) U.S. Army		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION U.S. Total Army Personnel 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 Records Management Program Division		DATE <i>3-29-00</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
4. NAME OF PERSON WITH WHOM TO CONFER Brenda S. Deel, Management Analyst	5. TELEPHONE (703) 806-3709		

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 1 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>28 Apr 99</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> HOWARD N. GREENHALGH	TITLE Director, Records Management 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 GRS OR SUPERSEDED JOB CITATION	10.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	FN: 12-15f1 Title: Foreign national personnel training files Privacy Act: Not applicable Description: Security Assistance Offices (SAOs). Documents concerning the selection and processing of foreign nationals for training in U.S. Army facilities. Includes biographical data on the students, other foreign student data, copies of academic reports, and related documents. Disposition: Code TE10. Event is after completion of training, schooling, etc. Keep in the current files area (CFA) until no longer needed for conducting business, but not longer than 6 years after the event, then transfer to the records holding area (RHA). The record will be destroyed in the RHA 10 years after the event.	NN-163-44 (Previous FN 1009-06)	
2	FN: 12-15f2 Title: Foreign national personnel training files Privacy Act: Not applicable Description: Army Schools and Offices other than Security Assistance Offices. Information copies of and input concerning the selection and processing of foreign nationals for training in U.S. Army facilities. Documents relating to foreign students receiving training at Army schools. Includes invitations to American homes, miscellaneous reports to foreign embassies, copies of invitational travel orders, arrival and departure notices, individual academic reports, and related information.	NN-163-44 (Previous FN 1009-06)	

*NR, agency*

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3	<p>Disposition: Code K6. Keep in the current files area (CFA) until no longer needed for conducting business, but not longer than 5 years, then destroy.</p> <p>Electronic versions of records in items 1 and 2 above that are created by electronic mail and word processing applications. Disposition: Destroy/delete within 180 days after recordkeeping copy has been produced.</p>		
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OPTIONAL FORM 99 (7-80)

**FAX TRANSMITTAL** # of pages ► 1

To <u>John Fairley</u>	From <u>Brenda Deel</u>
Dept./Agency <u>NARA</u>	Phone # <u>(703) 806-3709</u>
Fax # <u>(703) 281-4746</u>	Fax # <u>(703) 806-3230</u>

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