

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-99-07</i>	DATE RECEIVED <i>6-14-99</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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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>4-6-00</i>	
4. NAME OF PERSON WITH WHOM TO CONFER Betty S. Burton	5. TELEPHONE 703-806-4388	ARCHIVIST OF THE UNITED STATES <i>[Signature]</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 <i>7 JUNE 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 GRS OR SUPERSEDED JOB CITATION	10.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	<u>Foreign National Tours</u> FN: 380-10h Title: Foreign national tours Authority: Privacy Act: Not applicable Description: DCSINT and major command headquarters responsible for special tour programs. Information on U.S. initiated proposals and arrangements for tours by foreign representatives to Army commands, installations, agencies, and activities and Defense contractor facilities, which are funded at U.S. government expense or in security assistance channels. Included are invitations, acceptances, itineraries, security clearances, biographies, reports prepared by tour directors and escort officers, and related information. Disposition: PERMANENT. Code TP. Keep in CFA until no longer needed for conducting business but not more than 6 years, then transfer to RHA. Keep in RHA until 10 years old, then transfer to FRC. Transfer to NARA when 30 years old.	NN-166-204	
2	FN: 380-10h2 Title: Foreign national tours Authority: Privacy Act: Not applicable. Description: Offices other than DCSINT and major command headquarters. Information copies or input on U.S. initiated proposals and arrangements for tours by foreign representatives to Army commands, installations, agencies, and activities and Defense contractor facilities, which are funded at U.S. government expense	NN-166-204	<i>Item #2 Agency request for withdrawal 12-28-99 [Signature]</i>

U.S. Army, [unclear] Agency

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	<p>or in security assistance channels. Included are invitations, acceptances, itineraries, security clearances, biographies, reports prepared by tour directors and escort officers, and related information. Disposition: Keep in CFA until no longer needed for conducting business, but not more than 6 years, then destroy.</p>		
3.	<p>Note: The electronic version of all records on this schedule that are created by electronic mail or word processing applications will be deleted when the file copy is generated or when no longer needed for reference or updating, <i>whichever is later.</i></p>		