

4005

Standard Form No. 115  
Revised November 1951  
Prescribed by General Services  
Administration  
GSA Reg. 3-IV-106  
115-103

# REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED <b>JUL 29 1974</b>	JOB NO.
DATE APPROVED <b>NC -</b>	<b>AU-75-a</b>

1 item  
TO: GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408

1. FROM (AGENCY OR ESTABLISHMENT)

Department of the Army

2. MAJOR SUBDIVISION

The Adjutant General's Office

3. MINOR SUBDIVISION

Administrative Systems Division

4. NAME OF PERSON WITH WHOM TO CONFER

Captain John L. Peel

5. TEL. EXT.

11/31965

### NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

8-26-74 James B. Rhoads  
Date Archivist of the United States

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of 1 pages are proposed for disposal for the reason indicated: ("X" only one)

A The records have ceased to have sufficient value to warrant further retention.

B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

**S. J. POMRENZE**

**Ch, Records Management Div, TAGO**

See continuation below.

8/13/74  
24 Jul 74  
(Date)

*[Handwritten signatures of John L. Peel and S. J. Pomrenze]*

(Signature of Agency Representative)

Chief, Admin Sys Div  
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	Records for disposal are located in the G-2 (Intelligence) vault at Headquarters, US Army Forces Southern Command, Fort Amador, Panama Canal Zone. The records consist of local intelligence, counterintelligence, and security files. These are in the form of dossiers on local persons, criminals, crimes, organizations and incidents and related papers. The dossiers fall under two categories (1) personnel files and (2) organizations. <i>Microform:</i> These records are normally destroyed upon supersession, obsolescence, or deactivation of the related area command.		

Continuation of 6B

Records will be converted to microform. Film will meet the standards of CFR 101-11.504. The original paper records will be destroyed following the verification of the microform copy for completeness and accuracy.

8/16/74

Changes made with approval of S. J. Pomrenze

Four copies, including original, to be submitted to the National Archives and Records Service

Copy to Agency 9/4/74 DW