REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS
(See Instructions on Reverse)

TO: GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)

DEPARTMENT OF THE ARMY

The Adjutant General Center

2. MAJOR SUBDIVISION

Records Management Division

3. MINOR SUBDIVISION

Miss Marian G. Spittle

4. NAME OF PERSON WITH WHOM TO CONFER

5. TEL. EXT.

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of ______ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

S. J. ROMENZE, Chief, Records Management Division, TAGCEN

7. ITEM NO.

8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

Serious Incident Reporting Files. Reports of serious incidents which may embarrass or be of concern to the Department of the Army or the Department of Defense. Included are initial, supplemental, terminal and special interest followup reports; and related documents.

Destroy 1 year after completion or receipt of final report.

9. SAMPLE OR JOB NO.

10. ACTION TAKEN

LEAVE BLANK

DATE RECEIVED
FEB 3 1975
NC - 4U- 75-21

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

3-20-75 [Signature of Archivist of the United States]

115-106

STANDARD FORM 115
Revised January 1973
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4