

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*21 June 75* (See Instructions on Reverse) *AKL*

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

LEAVE BLANK	
DATE RECEIVED <b>JUN 10 1975</b>	JOB NO. <b>NC - AU - 75 - 32</b>
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 "with-drawn" in column 10.	
7-17-75 <i>James E. O'Neil</i> (Date) <i>acting</i> Archivist of the United States	

1. FROM (AGENCY OR ESTABLISHMENT)  
DEPARTMENT OF THE ARMY

2. MAJOR SUBDIVISION  
The Adjutant General Center

3. MINOR SUBDIVISION  
Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER  
Mr C. A. Burgess

5. TEL. EXT.  
693-1938

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

*6/5/75* *S. J. Pomrenze*  
Date (Signature of Agency Representative)

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

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
<u>1.</u>	<p><u>MOS Information Files</u></p> <p>Documents used in developing and maintaining commissioned officers, warrant officers, and enlisted MOS structures that identify and describe military positions for Army-wide use, and establish personnel qualifications to facilitate the selection, training, distribution, assignment, management, and professional development and use of personnel. Included are studies involving research, classification, job analysis, job evaluation, and similar data needed to design and improve existing occupational and personnel management methods, techniques, and systems.</p> <p>a. MILPERCEN: Destroy 2 years after cancellation of the related MOS.</p> <p>b. Other Offices: Destroy when no longer needed for reference.</p>		

*Copy to Agency 7/27/75 (D)*