

**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

2. MAJOR SUBDIVISION

The Adjutant General's Office

3. MINOR SUBDIVISION

Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

John Roach

5. TEL. EXT.

693-1938

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

| LEAVE BLANK | |
|---|-----------------------------------|
| DATE RECEIVED OCT 26 1976 | JOB NO. NC 1-ACU- 77-13 |
| 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. | |
| (Date) | Archivist of the United States |

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.

13 Oct 76
J. Wendell Boardman
for **J. Pomrenze, Chief, Records Management Division**

| Date | (Signature of Agency Representative) | (Title) | |
|-------------|--|----------------------|------------------|
| | <i>J. Wendell Boardman</i> | | |
| 7. ITEM NO. | 8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) | 9. SAMPLE OR JOB NO. | 10. ACTION TAKEN |
| | <p><u>Legislation Files, File Number 411-01.</u> Documents relating to the preparation and processing of legislation, Executive order, proclamations, and reports on legislation, proposed by or of interest to the Department of the Army, but exclusive of appropriation bills. Included are communications containing drafts of legislation proposed by the Army, reports to congressional committees on introduced legislation; comments on legislative proposals and reports on legislation proposed by or the responsibility of the Secretary of Defense, the Navy, or the Air Force; reports to the Office the Management and Budget on legislation proposed by agencies outside the Department of Defense; intra-Army coordinating actions on the aforementioned legislative proposals; and related papers. (Files accumulated by operating offices of the Army Staff and Headquarters of major commands will be filed in the appropriate functional files).</p> <p>Offices performing staff responsibility for the overall Department of the Army legislative program staff and headquarters of major commands responsible for initiating legislation or assigned primary responsibility for action on reports and comments on legislation proposed by non-Army agencies: Cut-off at close of each Congress. Records relating to enacted legislation affecting Department of the Army: Permanent. Other records retain in CFA four years and destroy.</p> | | |