

**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 Center

3. MINOR SUBDIVISION

Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

Lillian B. Faison

5. TEL. EXT.

693-1937

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED <b>OCT 26 1976</b>	JOB NO.
<b>NC1-AU-77-21</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.	
3-1-77 (Date)	<i>James B. Rhoads</i> 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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

*21 Oct 76*  
*Wendell R Boardman*  
S. J. POMRENZE  
Date (Signature of Agency Representative)

Chief, Records Management Div  
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>TACTICAL OR COMBAT TELECOMMUNICATIONS POLICY FILES (FN 1102-12, AR 340-18-11). Documents which establish DA policy relating to the preparation, validation, and approval of tactical or combat telecommunications requirements (including COMSEC* requirements); and the design, engineering, construction, deployment, and setting up of telecommunications equipment, facilities, and systems. CURRENT RECORDS TOTAL 1 LINEAR FOOT &amp; ACCUMULATE AT 4 LINEAR FEET ANNUALLY.</p> <p>Disposition: Permanent. RETIRE TO RECORDS CENTER WHEN 2 YRS. OLD. OFFER TO NARS WHEN 25 YEARS OLD.</p> <p>Request authority to establish the above disposition standard for tactical or combat telecommunications policy files. This request was originally submitted to you for approval in May of 1976 (NC1-AU-76-33). It is being resubmitted per your instructions to separate the policy records from the technical records and establish a permanent retention period for the policy files. There is not an appropriate file number in AR 340-18-11 which covers these files. These records accumulate at HQDA only, and document DA policy governing the Army Combat Telecommunications Program.</p> <p>* COMMUNICATIONS SECURITY</p>		

*Sent to agency all FRC's & NCW - 3/3/77*