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:
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. POMRENZE
Chief, Records Management Div

7. ITEM NO.

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

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 A ACCUMULATE AT 4 LINEAR FEET ANNUALLY.

Disposition: Permanent, RETIRE TO RECORDS CENTER WHEN 2 YRS. OLD. OFFER TO NAOS WHEN 25 YEARS OLD.

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.

* Communications Security

STANDARD FORM 115
Revised January 1973
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