

**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>NOV 1 1976</b>	JOB NO. <b>NCI-AU-77-23</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.	
<b>9-11-78</b> (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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

*Wendell Boardman*  
*for* **S. J. POMRENZE**

**Chief, Records Management Div**

Date (Signature of Agency Representative) (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
<b>1</b>	<p><b>OPERATIONAL TEST FILES (FN 232-13, AR 340-18-2).</b> Documents reflecting the planning, execution, reporting, and evaluation of operational tests and force development tests and experimentation systems. These files accumulate at <del>OPERATIONAL</del> Test &amp; Evaluation Agency, HQDA; and other testing agencies Army-wide. Included are directives, test plans, reports, reference documents, test data base records, evaluation reports, and related documents.</p> <p>Request authority to establish the files disposition instructions described below. These records accumulate at the <del>OPERATIONAL</del> Test and Evaluation Agency (OTEA) and other Army testing activities, and document the testing and evaluating of Army materiel systems to determine military utility, operational effectiveness, and operational suitability. These test also evaluate the desirability of the system, need for modifications, operational benefits or burdens, and the adequacy of doctrine, organization, operating techniques, tactics, and training required for employment.</p>	<b>New File Number</b>	

*sent to All FRO's Agency, NINB*

**Request for Records Disposition Authority - Continuation**

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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>Records, which are arranged by project and chronologically thereunder, accumulate at an annual rate of ca. 500 feet. Records will be filmed according to standards set forth in 41 CFR 101-11.504.</p> <p><u>Disposition:</u></p> <p>(a) Records held by office with Army-wide responsibility:</p> <p>(1) Paper Originals--TEMPORARY. Destroy upon verification that film meets the standards set forth in 41 CFR 101-11.504, EXCEPT indexes, lists, and other finding media.</p> <p>(2) Microfilm--PERMANENT. A silver original and one reference print will be offered to the National Archives when 25 years old, <del>or when no longer needed, whichever is later.</del></p> <p>(3) Indexes, Lists, and Other Finding Media--PERMANENT. Offer to the National Archives with the filmed records to which they relate.</p> <p>(b) Records held by contributing offices--TEMPORARY. Destroy upon completion of final test report.</p> <p>The first inspection of microfilm will be made within 2 years of filming in accord with 41 CFR 101-11.506-8.</p>		