

**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>NC 1-44-77-24</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.	
2-15-77 <i>James E. O'Neill</i> (Date) <i>Acting</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.

Date: *Nov 15 1976*  
 Signature: *Wendell Boardman*  
 S. J. POMRENZE, Chief, Records Management Div

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>CHILD PROTECTION CASE MANAGEMENT FILES (FN 917-10, AR 340-18-9). Documents relating to reported or suspected cases of child maltreatment under the provisions of the Army Child Advocacy Program (ACAP). Included are DA Form 4461-R, Child Maltreatment Incident--Case Management Summary; record of referral; investigation report and other supportive data; evaluation of case; record of services and counseling provided; treatment data; and related documents.</p> <p>Disposition: Office having primary responsibility: Retain until the involved minor child is age 22 and then destroy.</p> <p>Other offices: Destroy 5 years after end of year in which case is closed.</p> <p>Request authority to establish the files disposition instructions described above. AR 600-48 establishes the Army Child Advocacy Program (ACAP) for the prevention and control of child abuse and neglect within the Army. This program is new and there is no appropriate files number in AR 340-18-9 which covers these files. These records will accumulate at installations and activities throughout the Army. A central Army repository for all confirmed child maltreatment reports will be established to provide Army-wide statistics in the area of child maltreatment and to permit the Army to comply with the requirements of</p>		

115-106 PL 93-247, The Child Abuse and Neglect Act.

*Sent to agency and all FRC's - 2/24/77*