

**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

R. S. Christian

5. TEL. EXT.

693-1937

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED <b>DEC 8 1976</b>	JOB NO. <b>NC 1-ACI-77-48</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.	
<u>1-28-77</u> (Date)	<u>James B. Rhoads</u> 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.

**7 DEC 1976**  
*S. J. Pomrenze*  
S. J. POMRENZE  
(Signature of Agency Representative)

**Chief, Records Management Division**  
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p><u>Packing, boxing, and crating files. (FN 1421-16)</u> Documents relating to assembling, protecting, packing, blocking, boxing, and crating articles for shipment. Included are manuals, specifications, lists, bulletins, instructions, and similar documents.</p> <p>Destroy when superseded, obsolete, or no longer required for reference, whichever is first.</p>		

*SENT to NCW - 2/2/77*  
*SENT to AGENCY - 2/2/77*