

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO <b>NC 1-AU-77-72</b>	
DATE RECEIVED <b>DEC 28 1976</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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<b>MAY 27 1977</b>	<i>James E. O'Keefe</i> Date <i>Actual</i> Archivist of the United States

TO: **GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Department of the Army

2. MAJOR SUBDIVISION

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:

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.

**A Request for immediate disposal.**

**B Request for disposal after a specified period of time or request for permanent retention.**

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE	7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
23 DEC 1976	<i>WR Boardman</i> S. J. POMRENZE	Chief, Records Management Div		Value engineering reporting files. FN 1411-01 Documents used in reporting information on the training, workload execution, results, and cost of value engineering activities. Included are value engineering proposal reports, and related papers.  Offices requiring the reports: Army-wide consolidations or summaries - destroy after 10 years; Feeder reports - destroy after 5 years. Retain in CFA 2 years.  Other offices: Destroy after 5 years. Retain in CFA 2 years.  The records were previously designated Permanent. A review was conducted and a determination made that records have no legal, administrative, or historical value beyond the requested time frame.		

*Sent to agency, all FRC's - 6/1/77*