

**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**

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	JOB NO.
BEC 28 1976	NC 1-AC-77-74
NOTIFICATION TO AGENCY	
<p>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.</p>	
<p>5-19-77 James E. O'Neil (Date) acting Archivist of the United States</p>	

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.

23 DEC 1976

*S. J. Pomrenze*  
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
	<p>Supply operations reporting files. FN 1415-22 Reports and directly related documents pertaining to supply operations and accumulated by major commands and Army staff offices.</p> <p>Office performing Army-wide staff responsibility: Consolidated, summary, or composite reports - destroy after 6 years; Feeder reports - destroy on extraction of necessary data.</p> <p>Other offices of the Army staff and major command headquarters. Destroy after 2 years.</p> <p>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.</p>		

*Sent to agency and all FRC's - 5/25/77*