

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

LEAVE BLANK	
JOB NO	<b>NC 1 A U 77 117</b>
DATE RECEIVED	<b>7 MAR 1977</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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Date	<i>5-19-77</i> <i>James E. O'Neill</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  
 The Adjutant General's Office

3. MINOR SUBDIVISION  
 Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER  
 John Roach

5. TEL. EXT  
 693-1938

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 \_\_\_\_\_ 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
<b>2 MAR 1977</b>	<i>Guy B. Oldaker</i> GUY B. OLDAKER	Acting Chief, Records Management Division

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	Household Shipment Bill of Lading Files. File Number 1203-18.  Documents relating to the receipt, packing, crating, shipment, and storage of household goods and effects. Included are bills of lading, travel orders, requests for shipment, inventories, service orders, delivery orders, receipts and related documents.  Disposition: Destroy after 3 years.  Note: Records needed in connection with litigation will be retained until settlement.  Change is made to conform with item 1, Travel and Transportation Funds, General Records Schedule 9.  The files are located at posts, camps and stations including overseas areas that have transportation responsibility and they ultimately report to Headquarters Department of the Army.		

112-107  
*Sent to agency, all FRC's, NCW, NNM  
 5/24/77*