

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NC 1 AU 77 118
DATE RECEIVED	7 MAR 1977
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
7-13-77 Date	<i>James P. Plouffe</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 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 _____ 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 1 MAR 1977	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Guy B. Oldaker</i> GUY B. OLDAKER	E. TITLE Acting Chief, Records Management Division
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>Ammunition Lot History Files. File Number 1409-08, AR 340-18-14, Microdis Number 6006.</p> <p>Documents consist of an annual volume of 1,272 pages of computer generated reports stored on magnetic tape, used to generate microfiche. Records are ammunition lot/location history record files, requiring retention for 15 years. No paper documents are created from the magnetic tapes. Magnetic tapes will be reused upon verification that the silver film meets the requirements of 41 CFR 101-11.504-3.</p> <p>The files are maintained at Red River Army Depot, Texarkana, TX.</p> <p>Organizationally, this activity reports to Commander, Materiel Development & Readiness Command, U.S. Army (DARCOM).</p> <p>Will be converted to microform in accordance with 41 CFR 101-11.507(c) (1).</p> <p>Use of microforms will be in accordance with 41 CFR 101-11.505.</p> <p>Report is monthly.</p> <p>Filing Arrangements. Records are on MAG Tape. There is only one computer on the installation. Under the provisions of 41 CFR 101-11.507 (b), request authority be obtained for destruction of nonpermanent records.</p>		