

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

LEAVE BLANK	
JOB NO  <b>NC1 AU 77 142</b>	
DATE RECEIVED <b>12 MAY 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<b>10-3-77</b> <i>John Lande</i> Date <i>acting</i> Archivist of the United States	

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

1. FROM (AGENCY OR ESTABLISHMENT) <b>Department of the Army</b>	
2. MAJOR SUBDIVISION <b>The Adjutant General's Office</b>	
3. MINOR SUBDIVISION <b>Records Management Division</b>	
4. NAME OF PERSON WITH WHOM TO CONFER <b>John Roach</b>	5. TEL. EXT. <b>693-1938</b>

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 2 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 <b>5 MAY 1977</b>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Guy B. Oldaker</i> <b>GUY B. OLDAKER</b>	E. TITLE <b>Acting Chief, Records Management Division</b>
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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
	Personnel Control Facilities Files. FN 509-22(P). Documents accumulated at Headquarters, Department of the Army and major command headquarters relating to the operations of Personnel Control Facilities from their establishment until their closure. Included are evaluations, statistical reports, feasibility studies to determine establishment or closure, and similar or related documents.  Disposition: <sup>HQDA,</sup> Permanent: <del>Retire</del> <b>Offer</b> to the National Archives after 20 years.  Major command headquarters: Destroy 15 years after close of personnel control facility.  These records are created in accordance with the following regulations:  a. AR 190-9, Military Absentee and Deserter Apprehension Program.  b. AR 630-10, Absence Without Leave and Desertion.  c. HQDA Letter 190-75-9, DAAG-PAP-A(M) (9 Oct 75) DAPE-HRE-CR, 20 Oct 75, subject: US Army Personnel Control		

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>Facilities, RCS GSPA-1384.</p> <p>d. FORSCOM Supplement 1 to AR 190-9, 1 July 1973.</p> <p>e. FORSCOM Regulation 600-3, US Army Personnel Control Facilities.</p> <p>A major command, i.e. FORSCOM, is responsible for the supervision, administration, and operation of personnel control facilities at various FORSCOM installations. Personnel control facilities may be opened or closed, with HQDA approval, to accommodate fluctuating population of absentees returned to military control.</p> <p>A disposition standard of 15 years has been proposed to provide each military command data on future openings and closings of personnel control facilities and the impact of each action.</p>		