

REQUEST FOR RECORDS
(See Instr. *ns*)

RETENTION AUTHORITY
(See Instr. *verse*)

LEAVE BLANK

NC 1 A 4 78 6

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

DATE RECEIVED 31 OCT 1977

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

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

12-12-80 *D. M. Jones*
Date Archivist of the United States

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 31 Oct 77	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Guy B. Oldaker</i>	E. TITLE Chief, Records Management Division
	GUY B. OLDAKER	

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p>Maintenance and Disposition of Facilities Functional Files</p> <p>File description and dispositions are contained in the attached 34 ¹⁴ pages and relate to acquisition, utilization, management, and disposal of real property; design and construction of military projects; installation maintenance; operation of utility plants; performance of engineering services in connection with installations; accounting for real and installed property; housing; cemetery administration; engineering studies and design, construction, operation and maintenance of civil works projects activities.</p> <p>Request approval of permanent retention.</p> <p>1502-04 1514-11 1517-07 1503-1X 1514-12 1517-08 1509-02 1515-05 1517-11 1512-01 1516-07 1517-12 1518-02 1517-02 1518-02 1518-04 1517-03 1519-16 1513-05 1517-04 1522-03 1514-03 1517-05 1542-04 1514-06 1517-06</p>		26 items