

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

|  |  |
|--|--|
| LEAVE BLANK  |  |
| JOB NO   |  |
| <b>NC1 - AU - 78 - 11</b>  |  |
| DATE RECEIVED <b>DEC 28 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10. |  |
| <i>3-16-78</i><br>Date   | <i>[Signature]</i><br>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 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<br><i>20 Dec 77</i> | D. SIGNATURE OF AGENCY REPRESENTATIVE<br><i>[Signature]</i> | E. TITLE<br>Chief, Records Management Division |
|                             | GUY B. OLDAKER  |  |

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM<br>(With Inclusive Dates or Retention Periods)  | 9. SAMPLE OR JOB NO. | 10. ACTION TAKEN |
|-------------|--|----------------------|------------------|
|             | <p>508-<del>23</del><sup>23</sup> CID Investigative Activities Reporting Files. Documents containing statistical and analytical data relating to Reports of Investigation, Crime Prevention Surveys, Criminal Information Reports, laboratory examinations, and other CID investigative activities. Included are CID Form 41, Summary Report of CID Laboratory activities, recurring reports and studies, and related ADP registers.</p> <p>DISPOSITION:<br/> <u>HQ, USACIDC, Region Hq, District Field Offices. Destroy in CFA after 6 years;</u><br/> <u>Subordinate Elements: Destroy in CFA after 1 year.</u></p> <p>Similar Files are described under file number 508-08 but do not relate to activities within the purview of the CID command and the disposition instructions for this file do not meet the reference and management needs of the CID command. CID investigative activities reporting files, whether maintained by headquarters CID or CID units, are used to retain information needed for review of the CID program. Related documents are required on a recurring basis for various studies, surveys, and reports.</p> | Sample Attached.     |                  |

*115 007*  
*Sent to agency, NINRA - 3/20/78 TD*

*2 items*

Historical statistics data are basis for recommendations on organization manning levels, assignment of agents and other operational considerations. Should subordinate elements have need for statistical data for more than one year they will be able to obtain the information from the region or next higher headquarters.

A sample of the Summary Report on CID Activities is attached.