

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

LEAVE BLANK	
JOB NO	<b>NC1 AU 78 13</b>
DATE RECEIVED	<b>30 JAN 1978</b>
NOTIFICATION TO AGENCY	
<small>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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.</small>	
Date	<b>4-13-78</b>
Acting	<i>James E. O'Heill</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

**OFFICE OF THE ADJUTANT GENERAL**

3. MINOR SUBDIVISION

**RECORDS MANAGEMENT DIVISION**

4. NAME OF PERSON WITH WHOM TO CONFER

**R. Bonnell**

5. TEL. EXT.

**693-1939**

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 7 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>23 Jan 78</b>	<i>Guy B. Oldaker</i>	<b>Chief, Records Management Division</b>
	<b>GUY B. OLDAKER</b>	

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<u>Maintenance and Disposition of Communications Functional Files, AR 340-18-11.</u>		
1.	Files descriptions and dispositions contained in the attached 6 pages relate to communications documentation accumulated in and administered by the Department of the Army.		
2.	Request approval of permanent retention.		

BACKGROUND INFORMATION FOR PERMANENT RETENTION OF A FILE SERIES

<p>1. AR 340-18- <u>11</u> FILE NUMBER, DESCRIPTION, AND DISPOSITION</p>	<p><b>1102-01</b> Communication representation files. Documents relating to representation on, and recommendations to joint or other non-Army agencies, including implementation of decisions on signal communications, electronic policies, radio frequency allocation, call signs, radio interference, and radio propagation matters.</p> <p><b>a</b> Office performing Army-wide staff responsibility: Permanent. <b>b</b> Other offices of the Army staff: Destroy after 2 years.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>US Army Communications Command</p>
<p>3. CURRENT VOLUME.</p>	<p>90 lin ft</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>13 lin ft</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>Chrono</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Contains records of probably historical value</p>
<p>REASON RECORDS 7. ACCUMULATE (ARs, etc)</p>	<p>AR 105 series</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives 20 years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	

BACKGROUND INFORMATION FOR PERMANENT RETENTION OF A FILE SERIES

<p>1. AR 340-18- <u>11</u> FILE NUMBER, DESCRIPTION, AND DISPOSITION</p>	<p>1102-07 Electronic equipment environmental files. Documents reflecting data collected for use in connection with the Electromagnetic Compatibility Program, the object of which is to ensure that military electronic systems will not suffer degradation due to the effects of mutual interference. Included are summaries containing environmental data; letter reports of changes to operational environments due to modification, removal, or replacement of the equipment; and related papers.</p> <p><i>Disposition not authorized at this time</i></p> <p>a Office performing Army-wide staff responsibility: <del>Permanent</del> Retire 2 years after supersession. Other offices: Destroy on supersession.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>US Army Communications Command</p>
<p>3. CURRENT VOLUME.</p>	<p>70 lin ft</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>11 lin ft</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>Chrono</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Contain records of probably historical, legal, or other archival values.</p>
<p>7. REASON RECORDS ACCUMULATE (ARs, etc)</p>	<p>AR 105 series</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives 20 years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	

**BACKGROUND INFORMATION FOR PERMANENT RETENTION OF A FILE SERIES**

<p>1. AR 340-18- <u>11</u> FILE NUMBER, DESCRIPTION, AND DISPOSITION</p>	<p>1102-10 Standing signal instruction files. Combat orders containing instructions on the use of signal operation instructions.</p> <p><b>a</b> Issuing offices: Permanent. Maintain a record set in accordance with AR 340-18-2.</p> <p><b>b</b> Other offices: Destroy on supersession or on discontinuance of the accumulating activity, whichever occurs first.</p> <p align="center"><del>WITHDRAWN</del></p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>US Army Communications Command; issuing offices</p>
<p>3. CURRENT VOLUME.</p>	<p>None</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>None</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>Numerical</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Will contain information considered to be of historical value</p>
<p>7. REASON RECORDS ACCUMULATE (ARs, etc)</p>	<p>See remarks</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives 20 years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	<p>The above record series relates to records previously accessioned into the National Archives; due to the nature of the records, none are being created now; however, they will be created in the event of outbreak of hostilities</p>

BACKGROUND INFORMATION FOR PERMANENT RETENTION OF A FILE SERIES

<p>1. AR 340-18-<u>11</u> FILE NUMBER, DESCRIPTION, AND DISPOSITION</p>	<p>1103-01 Traffic volume reporting files. Documents reflecting data on circuit usage which are used for engineering of fixed communications facilities, planning, programing, and budgeting. Included are reports and related papers.</p> <p>a Office performing Army-wide staff responsibility: <del>Permanet</del> Desposition not authorized at this time. b Other offices: Destroy after 6 months.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>US Army Communications Command, Fort Huachuca, AZ</p>
<p>3. CURRENT VOLUME.</p>	<p>80 lin ft</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>12 lin ft</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>Chrono</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Contains records of probable historical or other archival value</p>
<p>7. REASON RECORDS ACCUMULATE (ARs, etc)</p>	<p>AR 105 series</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives 20 years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	

BACKGROUND INFORMATION FOR PERMANENT RETENTION OF A FILE SERIES

<p>1. AR 340-18- <u>11</u></p> <p>FILE NUMBER, DESCRIPTION, AND DISPOSITION</p>	<p>1108-01 Foreign postal agreement files. Documents relating to agreements with foreign governments concerning the establishment of military postal services, the conduct of military postal operations, receipt and dispatch of Expeditionary Force Messages, and other postal matters. Included are signed agreements, changes thereto, and related papers.</p> <p>a Office of oversea commands responsible for concluding the agreements: Permanent. Retire 2 years after termination of agreement.</p> <p>b Other offices: Destroy on termination of the agreement or on discontinuance, as applicable.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>Deleted by R.A. Wire for R. Bonnell 3/9/78 <del>Postal Directorate</del> and office of oversea commands responsible for concluding the agreements.</p>
<p>3. CURRENT VOLUME.</p>	<p>4 lin ft</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>1/12 lin ft</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>Alpha</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Contain records of probable archival value for historical and legal purposes.</p>
<p>7. REASON RECORDS ACCUMULATE (ARs, etc)</p>	<p>AR 65-1, AR 65-10</p>
<p>8. RECORDS, WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives 20 years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	

**BACKGROUND INFORMATION FOR PERMANENT RETENTION OF A FILE SERIES**

<p>1. AR 340-18- <u>11</u>  FILE NUMBER,  DESCRIPTION,  AND  DISPOSITION</p>	<p>1108-02 APO establishment files. Documents reflecting the establishment, opening, relocation, reclassification, discontinuance, and closing of Army post offices and APO units. Included are requests for such action containing justification data and other information, notification of opening APO's, statements regarding APO's held in reserve, and related papers.</p> <p><b>WITHDRAWN</b> a Office performing Army-wide staff responsibility: Permanent. <b>WITHDRAWN</b> b Other offices: Destroy 2 years after discontinuance of the APO or APO unit.</p> <p align="center"><b>WITHDRAWN</b></p>
<p>2. ORGANIZATIONAL  LOCATION.</p>	<p>Postal Directorate, Office of The Adjutant General</p>
<p>3. CURRENT VOLUME.</p>	<p>2 lin ft</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>2/12 lin ft</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>Alpha</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>Believed to contain records of historical value to the archives</p>
<p>REASON RECORDS 7. ACCUMULATE (ARs, etc)</p>	<p>From the management of the APO system AR 65-1, AR 65-10</p>
<p>8. RECORDS, WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives 20 years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	