REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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 1 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
   3 MAY 1978

D. SIGNATURE OF AGENCY REPRESENTATIVE
   GUY B. OLDaker

E. TITLE
   Chief, Records Management Division

7. ITEM NO.

8. DESCRIPTION OF ITEM
   Standing Signal Instruction Files.  Orders providing instructions to operational personnel on call signs, radio frequencies, codes, and related matters during emergency or wartime operating procedures.

   Disposition:
   a. Issuing offices: Destroy 10 years after order is rescinded or superseded.
   b. Other offices: Destroy on supersession or rescission, or on discontinuance of accumulating activity, whichever occurs first.

   These files are normally maintained by combat units, combat support units, or installations that perform emergency or wartime missions.

   FN 1102-10

9. SAMPLE OR JOB NO.

10. ACTION TAKEN

FINAL 115-107

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4