

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

LEAVE BLANK	
JOB NO  <b>NC1 AU 78 90</b>	
DATE RECEIVED <b>30 MAY 1978</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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.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>5-31-78</b> <i>Date</i>	<i>James B. Oldaker</i> <i>Archivist of the United States</i>

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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
23 May 78	<i>Guy B. Oldaker</i> GUY B. OLDAKER	Chief, Records Management Division

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p><u>Energy Survey and Study Files.</u> (FN 1435-01) Documents relating to investigations, surveys, and studies of energy management, fuel consumption, and potential improvement of fuel savings, including surveys by other agencies or contractors utilizing visual and instrumental techniques. Included are surveys and study reports, and related documents.</p> <p>Disposition: Office performing Army-wide responsibility: Destroy 5 years after completion of next comparable investigation, survey, or study, or when no longer needed for reference, whichever is first.</p> <p>Other offices: Destroy after 2 years.</p> <p>This request revises disposition instructions for this file series approved by NC1-AU-77-164. It provides disposition instructions for these files when a determination is made that there will not be another comparable investigation, survey or study.</p>	<b>NC1-AU-77-164</b>	

115/107

*sent to agency & NCW-6/1/78 2 items*