

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

*Rec'd NCO 19 Jun 78 H4*

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

LEAVE BLANK	
JOB NO	<b>NC1-AU-78 97</b>
DATE RECEIVED	<b>JUN 19 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Date	<i>7-10-78</i> <i>James E. O'Neil</i> 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 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
14 Jun 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
1.	<p><u>Mail Distribution Scheme Files</u> (FN 1108-13) Mail distribution schemes and data listing Army post offices which serve units and organizations.</p> <p>Disposition:</p> <p>a. Publishing headquarters: Destroy in CFA 5 years after supersession or obsolescence.</p> <p>b. Postal activities: Destroy on receipt of revised distributing data.</p> <p>The files covered by this disposition request are believed to lack sufficient value to warrant permanent retention. They were selected for disposal from a large number of presently unscheduled files. Assisting this Division in making this selection were representatives from the Records Disposition and Military Archives Divisions, National Archives and Records Service.</p>		

*MJ mailed 7-11-78  
Agency, NCO, NCP, NNAH*

*2 items  
KW ✓*