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
   B. Bonnell

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
   18 Jul 78

D. SIGNATURE OF AGENCY REPRESENTATIVE
   Chief, Records Management Division
   GUY B. OLDAKER

8. DESCRIPTION OF ITEM
   (With Inclusive Dates or Retention Periods)

 Telephone Equipment and Service Control Files (FN 1104-06)

Request approval of the recommended disposition instruction in the attached page.

The file series covered by this disposition request is believed to lack sufficient value to warrant permanent retention. It was 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.

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4
EVALUATION OF RECORDS DESIGNATED "PERMANENT" IN THE AR 340-18 SERIES

1. Regulation in AR 340-18 series:

2. File Number, Title, Description, and Present Disposition Instructions:

   1104-06 Telephone equipment and service control files. Documents used as equipment and service control records, containing data on status of equipment, recurring charges, change in service and equipment, and similar data. Included are individual telephone service records, summaries of authorized equipment and services, line record cards, and related papers.

3. Recommended Disposition Instructions:

   Destroy on discontinuance of facility or installation.