

Rec'd NCO 20 Jul 78

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

LEAVE BLANK	
JOB NO	NC 1-40-78 114
DATE RECEIVED	JUL 24 1978
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	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	7-28-78
Archivist of the United States	James E. O'Neill

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. BONVELL

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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
18 Jul 78	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>Telephone Equipment and Service Control Files (FN 1104-06)</p> <p>Request approval of the recommended disposition instruction in the attached page.</p> <p>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.</p>		

Sent to N.A.M. Agency, NCP  
New mg 8-4-78

item

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.

Defense Telephone Service, Office of the Secretary of the Army: Permanent. Retire on supersession or on discontinuance of the facility or installation.  
Other offices: Destroy on supersession or on discontinuance of the facility or installation, whichever is first.

3. Recommended Disposition Instructions:

#1  
Destroy on discontinuance of facility or installation.