

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

11/21/78
LEAVE BLANK

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

JOB NO
NC1-A/U-79-10

1. FROM (AGENCY OR ESTABLISHMENT)
Department of the Army

DATE RECEIVED
November 21, 1978

2. MAJOR SUBDIVISION
The Adjutant General Center

NOTIFICATION TO AGENCY

3. MINOR SUBDIVISION
Records Management Division

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

4. NAME OF PERSON WITH WHOM TO CONFER
D. L. Pate

5. TEL. EXT.
693-1937

12-6-78 *James E. O'Heil*
Date *acting* 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
17 Nov 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>Register Number Files (FN 916-01)</u> Documents used to provide basic administrative and professional information on treatment of individual patients, groups of patients, and conditions. Included are duplicate copies of clinical record cover sheets in register number order. Destroy after 20 years in CFA.</p> <p>The 20-year period is comparable to the retention period for Nominal Index Files (FN 916-02) which is the point of reference for the Register Number Files.</p>		

sent to All FRC's, Agency MM
MG 12-12-78