

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

Rec. 1/25/79

LEAVE BLANK

JOB NO

NCI-AU-79-27

DATE RECEIVED

29 JAN 1979

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

2-16-79 James B. Roach
Date Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)

DEPARTMENT OF THE ARMY

2. MAJOR SUBDIVISION

THE ADJUTANT GENERAL'S OFFICE

3. MINOR SUBDIVISION

RECORDS MANAGEMENT DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Mr. Roach

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 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 16 JAN 1979	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Guy B. Oldaker</i> GUY B. OLDAKER	E. TITLE Chief, Records Management Division
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>Office nonregistered classified ^{document} destruction certificates. File Number 101-14.</p> <p>Forms, or other documents accumulated by an office, which reflect the destruction of classified documents.</p> <p>Disposition. Destroy in CFA after 2 years, or earlier when approved by HQDA, DAMI-CIS, Washington, DC 20310.</p> <p>Request authorization of destruction earlier than 2 years based on administrative need with the intent to eliminate certificates for secret and confidential security classifications. The need is imposed on the Army by the Department of Defense regulation 5200.1R which is the implementation of Executive Order 12065. See attachment. It will be implemented in Army Regulation 380-5.</p>	<p><i>GRS 18, Item 4</i></p>	

Copy sent to agency: 2-17-79 KTD