

REQUEST FOR RECORDS DISPOSITION AUTHORITY
 (See Instructions on reverse)

LEAVE BLANK	
JOB NO	
NC1-AU-79-71	
DATE RECEIVED	
8/17/79	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
8-4-79 Date	<i>James E. O'Neil</i> Acting 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
 Phil Burnam

5. TEL EXT.
 693-1937

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
15 Aug 79	<i>Guy B. Oldaker</i>	Chief, Records Management Division
	GUY B. OLDAKER	

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods).	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p><u>Contractor Qualification Files. (FN 1519-03)</u></p> <p>Description - Contractor qualification files. Brochures, pamphlets, questionnaires, performance reports, and related documents pertaining to qualifications and experience of firms and individuals soliciting services in connection with military and civil works design and construction.</p> <p>Disposition - ^{a)} Performance evaluation reports: Destroy after 6 years. ^{b)} Remaining records: Destroy when superseded.</p> <p>Background - The retention presently prescribed in FN 1519-03 does not meet Defense Acquisition Regulation requirements. Para 18-106.2 of the Defense Acquisition Regulation requires performance evaluation reports to be retained a minimum of six years after the date of the report. The above disposition brings our disposition standard into line with this requirement.</p>		2 items

Start to Agency for ALL RCS (JE) 9/11/79