

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

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| LEAVE BLANK | |
| JOB NO NCL-AU-80-2 | |
| DATE RECEIVED 10-11-79 | |
| 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10. | |
| 10-27-80 Date | <i>[Signature]</i> 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 Center

3. MINOR SUBDIVISION
Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER
Ethel Littles

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 5 OCT 1979 | D. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> GUY B. OLDAKER | E. TITLE 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>HERALDIC MANUFACTURING DRAWINGS (FN 610-02). Original manufacturing drawings on linen cloth used in the development of heraldic items for the Armed Forces and other Government departments/agencies. Included are drawings pertaining to flags, streamers, coats of arms, insignia, seals, and other symbolic items.</p> <p>Disposition: Office performing Army-wide responsibility: Permanent. Offer to the National Archives when no longer required for on-site reference by The Institute of Heraldry.</p> <p><i>Volume: Records comprise 10 5-drawer map cases. Records are arranged by type of item and numerically hereunder.</i></p> | | |
| 2 | <p>HERALDIC GENERAL REFERENCE COLLECTION (FN 610-03). Documents accumulated in the design, development, authorization, wear, use, and control of uniforms and symbolic items of an official nature, including both military and</p> <p><i>Pend ink changes made with Army's concurrence JN 10/22/80</i></p> | | 3 items |

*Closed Out: 10-31-80: K. [Signature]
Copies sent to Army, NNM, NNT & NNB*

| 7. ITEM NO | 8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) | 9. SAMPLE OR JOB NO | 10. ACTION TAKEN |
|---------------|---|---------------------------|---------------------|
| | <p>civilian. Included are historical materials pertaining to US uniforms, insignia, accoutrements, decorations, medals, seals, flags, streamers, and other official symbolism.</p> <p>Disposition: Office performing Army-wide responsibility: Permanent - Offer to the National Archives When no longer required for on-site reference by The Institute of Heraldry, records will be offered NARS for a determination of historical value after 2 years be offered NARS for a determination of historical value.</p> <p>a) Records of historical value will be retained permanently by NARS.</p> <p>b) Other records will be destroyed.</p> <p>Volume: ca. 1700 feet Records are arranged by subject and chronologically thereunder.</p> | | |