

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

1/22/80
LEAVE BLANK

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

JOB NO
NC1-AU-80-24

DATE RECEIVED
1-30-80

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

2. MAJOR SUBDIVISION
The Adjutant General Center

3. MINOR SUBDIVISION
Records Management Division

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

4. NAME OF PERSON WITH WHOM TO CONFER
Dr. John Henry Hatcher

5. TEL EXT
693-1937

6-11-80 *Walter M. Stuber*
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 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 23 JAN 1980	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Guy B. Oldaker</i> Guy B. Oldaker	E. TITLE <i>(for)</i> 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>FN 715-06 PERSONNEL DATA CARD FILES</p> <p>DA Form 2475-2 (SIDPERS Personnel Data Card) reflecting historical data and information bearing on the legal and financial rights of the individual; other personnel information; and actions reported as SIDPERS change report remarks on members assigned/attached to a military unit. Only the SIDPERS Personnel Data Card will be maintained and retired under this file number.</p> <p>DISPOSITION: Place in an inactive file when the individual departs the unit. Hold for one year in the CFA and retire to OPF <i>National Personnel Records Center (NPRC)</i> with the next regular shipment. Destroy 75 years after last entry or date of GSA FRC Accession, whichever is later.</p> <p>RATIONALE: The DA Form 2475-2 is a summary of the individual's military career: geographical assignments, professional development and duty status changes. It could be used to re-constitute the essential elements of the military career so far as determination of legal rights and entitlements of the military member and his immediate dependents is concerned. Under such circumstances, it must be considered as a secondary, albeit vital, security back-up for the official personnel file. Its retention standard should be the same as that of the OPF. We</p>		1 Item

*Change made per telecon J.H. Hatcher / J.L. Wallace.
Copy to agency. 6/9/80 JW

further consider this series of records as falling under the provisions of 44 USC 3101 with regard to protection of the legal and financial rights of the service member subject to activities of his agency.

2

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