

**REQUEST FOR RECORDS DISPOSAL AUTHORITY**  
(See Instructions on reverse)

3/6/80

LEAVE BLANK	
JOB NO  NCL-AU-80-28	
DATE RECEIVED 3-6-80	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
3-18-80 <i>Date</i>	<i>James E. O'Keefe</i> <i>Archivist of the United States</i>

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 25 Feb 80 16 Jan 80	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><u>Ammunition Lot History Files, FN 1409-08.</u></p> <p>Description - Documents relating to the inspection and acceptance of complete rounds of ammunition, propellants, missiles, and rocket motors. Included are data cards, acceptance sheets, firing records, and related papers.</p> <p>Disposition - Destroy 45 years after acceptance of each lot of ammunition and shipment from storage. Do not retire.</p> <p>Background - These documents are presently destroyed 15 years after acceptance of each lot of ammunition and shipment from storage. This is not a sufficient length of time. These files comprise the complete history of each lot of ammunition. When ammunition in a given lot malfunctions, these files provide information for investigations or law suits resulting from the malfunction. These files also provide the means of determining if a given lot of ammunition is troublesome or faulty. As a result, the complete lot can be withdrawn or other appropriate action can be taken. Ammunition can move from storage into supply channels and can remain in these channels for a number of years before it is actually expended. There is no way of knowing when the ammunition is actually expended after it leaves storage.</p>		

*1 item*

*Copy to Agency Closed out 3/29/80*