

REQUEST FOR RECORDS DISPOSITION AUTHORITY
 (See Instructions on reverse)

4/11/81

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

*LEAVE BLANK	
JOB NO	NC1-AU-81-35
DATE RECEIVED	April 11, 1981
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
7-14-81 Date	<i>[Signature]</i> Archivist of the United States

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
Gerre Turney

5. TEL. EXT.
325-6045

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 <u>30 APR 81</u>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	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>Marine Design and Construction Files.</u> (FN 1521-05) Documents relating to the design of floating plant and studies pertaining to marine projects but exclusive of contract documents relating to construction of plant by contract. Included are design memoranda; design analysis and criteria; calculations; technical specifications; plans (original and "as built"); cost and weight estimates; photographs; trial performance studies; test reports; history of construction; operation, maintenance and instruction manual; prototype testing and evaluation data; ENG Form 3083-R (Floating plant Initiation and Completion Design Report); ENG 3639-R (Floating Plant Design and Construction Report); and other related material.</p> <p>Marine Design Center: a. Cut off on disposition of plant or removal of plant from service, destroy after 5 years.</p> <p>b. Other field offices: Destroy on disposition of plant, except destroy ENG Form 3083-R and ENG Form 3683-R after 5 years.</p> <p>c. OCE: Destroy after 5 years.</p> <p>JUSTIFICATION: The above retention meets present Army administrative requirements.</p>		3 items

*Closed #177
 Out: 7-23-81: (K.T.H.)
 Cron to Agency, NWT, NDM & All FRC's*