

REQUEST FOR RECORDS DISPOSAL AUTHORITY  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO.	
NCI-AU-83-15	
DATE RECEIVED	
3/17/83	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
4-20-83 Date	<i>Paul M. Vance</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's Office

3. MINOR SUBDIVISION  
Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER  
Gerre Turney

5. TEL. EXT.  
325-6044

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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
9 Mar 83	<i>John Henry Hatcher</i>	Acting Chief, Records Management Division
	JOHN HENRY HATCHER, PhD	

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p>Climatological data files. (FN 1513-02) Files include data pertaining to: a. Precipitation, evaporation, transpiration, wind velocity, frost, ice, snow, and other climatological data compiled in connection with flood and storm studies. b. Weather bulletins; and c. Comparable data including environmental research and cryogenics.</p> <p><b>A.</b> Disposition: Offices not converting data to microform:            1. Records predating 1873: Permanent. <i>offer NARS immediately.</i>            2. Records dated 1873 or later: Destroy when no longer needed for current operations.</p> <p><b>B.</b> Offices converting data to microform under an approved MICRODIS:            1. Original documents: Destroy after verification that the microform meets prescribed quality standards and that the microform is an adequate substitute for the original documents.            2. Microforms: (a) Records predating 1873: Permanent. In coordination with DAAG-AMR-P, offer one silver halide set and one diazo or vesicular copy to the National Archives upon completion of filming and satisfactory completion of all quality checks; (b) Other microform sets: Destroy when no longer needed for current operations.</p> <p>JUSTIFICATION: The evaluation of these files was initiated in accordance with the NARS permanent files review</p>	NCI-AU-79-75	

115-107

Agency sent out by DMW 6/1/83  
 All centers sent out by DMW 6/2/83. # 83-14  
 Mass Data change sheet Attached  
 NNM & AINB WAS sent out 6/8/83 by DMW.

STANDARD FORM 115  
 Revised April, 1975  
 Prescribed by General Services Administration  
 FPMR (41 CFR) 101-11.4

Request for Records Disposition Authority - Continuation

JOB NO.

PAGE OF  
2 2

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>Further, NARS concluded that climatological files predating 1873 should be retained permanently. Files postdating 1873 should be marked for eventual disposal.</p> <p>This is former NARS Job #NCL-AU-78-32.</p>		



Date : 3-29-83

Reply to  
Attn of : NCD

Subject: NCl-AU-83-15

To : Director, NCD

*nm*  
*3/29/83*

NCl-AU-83-15, which pertains to Climatological Data Files, a series originally included in NCl-AU-78-32, is now ready for NCD signature and transmittal to NNM and NNBR. As we requested in a recent letter to TAGO, this job provides for the permanent retention of only those records that pre-date 1873, the year from which the National Climatic Center's holdings of climatological data are complete. NCl-AU-83-15 also takes into account the fact that some Corps of Engineer field offices are filming their Climatological Data Files and destroying the original paper records, which we authorized several years ago in NCl-AU-79-75 (copy enclosed), a job which left as unscheduled the record copies of this series.

In those Corps field offices that have not yet filmed their Climatological Data Files, any original paper records that pre-date 1873 will be offered NARS immediately. NARS also will be immediately offered the microfilm copy of any pre-1873 records that were filmed by offices that, in accordance with NCl-AU-79-75, substituted film for paper as the record copy. There is no way of knowing the volume of material that will be offered NARS as a result of this schedule, but presumably very little pre-1873 material is still in Army custody.

Jerome Nashorn  
Records Disposition Division

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

*Rec'd 9/1/79*

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

1 FROM AGENCY OR ESTABLISHMENT  
**Department of the Army**

2 MAJOR DIVISION  
**The Adjutant General's Office**

3 MAJOR DIVISION  
**Records Management Division**

4 NAME OF PERIOD, WITH WHICH TO CONFER  
**Phil Durnan**

LEAVE BLANK

JOB NO  
**DCI-AS-79-75**

DATE RECEIVED  
**9/1/79**

NOTIFICATION TO AGENCY  
In accordance with the provisions of GSA, 41 CFR 101-11.606-1, and 41 CFR 101-11.606-2, a request for authority to record copies of records of this agency is being made.

**1-31-80**  
*James E. C. [Signature]*  
Chief, Records Management Division

5 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.

6 DATE  
**20 AUG 1979**

7 SIGNATURE OF AGENCY REPRESENTATIVE  
*[Signature]*  
**GUY B. OLDEKER**

8 TITLE  
**Chief, Records Management Division**

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 NUMBER OF COPIES	10 ACTION TAKEN
	<p>The Omaha District, US Army Corps of Engineers, is presently converting the documents under FN 1513-02, Climatological Data Files, and FN 1514-09, Storm Study Files, to microform under MICROFILM 9809. Other Corps of Engineers Field Operating Agencies will likely request authority to convert documents under these same file numbers to microform in the future. Under the provisions of Subpart 101-11.506-1, EPMR, request authorization dispose of the original records after they have been converted to microform. Further request approval of the disposition standard on the attached page for these two file numbers. The proposed disposition standards provide for both the original records and microforms. If these disposition standards are approved, we will publish them in the AR 340-10-15.</p> <p>a. The records described on this form will be micro-filmed in accordance with the standards set for in 41 CFR 101-11.506.</p> <p>b. The original silver halide or duplicate silver halide microform and one diazo or vesicular copy will be retained to the Federal Archives and Records Center after the necessary quality checks have been performed and the microfilm has been verified for completeness and accuracy.</p>		

*10 Aug*

*Copy to NAM, NAK, NWBR*

*AMRCS 300 10000000 13 SC*

STANDARD FORM 115  
GSA GEN. REG. NO. 27  
MAY 1962 EDITION  
GSA FPMR (41 CFR) 101-11.6

1513-02 Climatological data files. Data pertaining to precipitation, evaporation, transpiration, wind velocity, frost, ice, snow, and other climatological data compiled in connection with flood and storm studies; weather bulletins; and comparable data including environmental research and cryogenics.

Notes: These records currently are unscheduled. They are being appraised by records center personnel in accordance with NS79-193.

A. OCS: Destroy when superseded or obsolete.

B. Field offices not converting data to microform: ~~Permanent~~. Retire after reference needs have been exhausted or sufficiently minimized.

C. Field offices converting data to microform under an approved MICRODIS: *Disposition not approved.*

1. Original documents: ~~unscheduled~~ ~~readable~~: Destroy after verification that the microform meets prescribed quality standards and that the microform is an adequate substitute for the original documents or information.

2. Original silver halide, or duplicate silver halide, microform and one diazo or vesicular copy: ~~Permanent~~. *Disposition not approved.*

3. Other microform copies: Destroy when no longer needed for current operations.

1514-09 Storm study files. Studies of storms of major flood producing potential. Included are preliminary and final storm studies and related correspondence.

Notes: These records currently are unscheduled. They are being appraised by records center personnel in accordance with NS79-193.

A. Offices not converting data to microform: 1. Preliminary studies: Destroy upon completion of a final study.

2. Final studies: ~~Permanent~~. Retire upon discontinuance of the function.

B. Offices converting data to microform under an approved MICRODIS: *Disposition not approved.*

1. Original documents: ~~unscheduled~~ ~~readable~~: Destroy after verification that the microforms meet prescribed quality standards and that the microform is an adequate substitute for the original documents or information.

2. Original silver halide, or duplicate silver halide, microform and one diazo or vesicular copy: ~~Permanent~~. *Disposition not approved.*

3. Other microform copies: Destroy when no longer needed for current operations.

*changes made per conversation with Phil Burnham 8/14/80*

**APPRAISAL REPORT ON RECORDS DISPOSITION REQUEST**

JOB NUMBER  
**NGX-AL-79-75**

**SECTION I - ACTION TAKEN**

**1. APPROVED FOR DISPOSAL.** The records described under all items of the schedule, except those that may be listed in blocks 2, 3, and 4 of this section, are disposed because they do not have sufficient value for purposes of historical or other research, functional documentation, or the protection of individual rights to warrant permanent retention by the Federal Government.

GENERAL ACCOUNTING OFFICE CONCURRENCE  IS NOT NECESSARY  IS NECESSARY AND HAS BEEN OBTAINED.

**2. APPROVED FOR PERMANENT RETENTION.** The records described under the following item or items have been appraised by the National Archives and Records Service (NARS) and are designated for permanent retention by the Federal Government. The agency will offer these records to NARS as specified in the schedule.

**3. DISPOSITION NOT APPROVED.** The records described under the following item or items are not approved for disposition. See Section III of this form for explanation.

**PN 1513-02B & PN 1513-020(2) & PN 1514-09A(2) & PN 1514-09B(2)**

**4. WITHDRAWN.** The records described under the following item or items have been withdrawn at the request of the agency.

**SECTION II - RECOMMENDATION/CONCURRENCES**

	TITLE	SIGNATURE	DATE
APPRAISAL	APPRaiser	<i>Ronald W. Nelson</i>	1-4-80
	DIRECTOR, RECORDS DISPOSITION DIVISION	<i>John W. ...</i>	1/9/80
	Director, MFR	<i>William ...</i>	1-25-80
CONCURRENCES	Director, MFR	<i>Charles Dallon</i>	JAN 17 1980
	MFR	<i>Charles South</i>	1-30-80

**SECTION III - APPRAISER'S COMMENTS**

Records listed in Section I(3) of this report will be appraised by personnel at our San Bruno records center in accordance with N79-193.