

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NCI-AU-83-16
DATE RECEIVED	3/29/83
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date	4-20-83 <i>Mark Stone</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 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	D SIGNATURE OF AGENCY REPRESENTATIVE	E TITLE
22 Mar 83	<i>John Henry Hatcher</i>	DR. JOHN HENRY HATCHER Acting Chief, Records Mgt Division

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1	<p><u>Non-interstate highway system files.</u> (FN 1206-09) Documents consisting of correspondence, reports, and other records relating to the selection and designation (location, standards, etc.) of routes of highway systems other than interstate systems.</p> <p><u>DISPOSITION:</u> HQMTMC: a. Offices performing Army-wide responsibility: (1) General files: Permanent <i>offer NARS in 10 year blocks when 20-30 years old.</i> (2) State files: Destroy after 3 years. b. Other offices: Destroy after 3 years.</p> <p><u>JUSTIFICATION:</u> In compliance with the NARS letter of February 3, 1983--NARS concluded that only a segment of general material accumulated by MTMC warranted permanent retention by those offices with Army-wide responsibility. The above meets current Army requirements.</p> <p><i>Permanent records accumulate at an annual rate of 2-3 inches.</i></p>		

Mass Data Change sheet Not required

Sent to NNM + NNB on ~~5/24/82~~ by DMW. 5/24/82

APPRAISAL REPORT ON RECORDS DISPOSITION REQUEST

JOB NUMBER
NC1-AU-83-16

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 disposable 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

Item 1(a)1

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

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>June Nelson</i>	3-30-83
	DIRECTOR, RECORDS DISPOSITION DIVISION	<i>Raymond Abrosley</i>	3/31/83
CONCURRENCES	NNM	<i>Sam Ryan</i>	4/20/83

SECTION III - APPRAISER'S COMMENTS

Records proposed for disposal consist primarily of correspondence with the Federal Highway Administration concerning the eligibility of specific non-interstate highways for Federal aid on a priority basis. Records proposed for permanent retention document overall Army policies in regard to the Defense Highways program.