

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO

NCI-AU-84-36

DATE RECEIVED

6/5/84

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

11-18-85 *Frank J. Bunker*
Date 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

Cliff Jones

5 TEL EXT

825-0313

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

30 MAY 1984

SIGNATURE OF AGENCY REPRESENTATIVE

E TITLE

John Henry Hatcher
JOHN HENRY HATCHER, Ph.D

Archivist of the Army

7 ITEM NO

8 DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

9 SAMPLE OR
JOB NO

10 ACTION TAKEN

1

BACKGROUND: This 115 is in response to your letter dated April 19, 1984 and our permanent files review of the 1300 series.

NN-166-204

~~FN~~ 1304-07 Equipment name files.

DESCRIPTION: 1304-07 Equipment name files. Documents relating to development items of equipment. Included are correspondence containing proposed names, coordinating actions on the proposed names, approvals, and similar information.

DISPOSITION:

a) Approval authority: Permanent.
b) Offices proposing equipment name: Destroy when system is no longer operational.

Offer in 5 year blocks when 20-25 years old.

2 items

115-107

* Changes per telcom w/ Jones 8/31/84
GDS #84-35

Copies to Dept. Army,

NNM and NC 11/20/85 BZM

MASS DATA CHANGE SHEET NOT REQUIRED

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

APPRAISAL REPORT ON RECORDS DISPOSITION REQUEST

JOB NUMBER

NC1-AU-84-36

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
- 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

1a

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>Gary L Morgan</i>	11/6/85
	DIRECTOR, RECORDS DISPOSITION DIVISION	<i>Kenneth F. Rossman</i>	11/7/85
CONCURRENCES	Director, NNM	<i>Harold Rye</i>	11/14/85

SECTION III - APPRAISER'S COMMENTS

Equipment Name Files (FN 1304-07) consist primarily of correspondence generated during the proposal, coordinating action, and approval of popular names for major items of development equipment.

These records result from execution of the procedures specified in AR 70-28. They accumulate at an estimated rate of 1/2 cubic foot per year; about five cubic feet now exist. The arrangement is alphabetical by popular name of equipment.

Although this series has been cited in AR 340-18 as "permanent" within certain offices, it actually has been unscheduled (NCD letter of April 19, 1984, and Enclosure 3 of that letter). This proposed disposition would schedule this series in an acceptable manner and should be approved.