

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

*(See Instructions on reverse)*

LEAVE BLANK

JOB NO

NCI-AU-85-6

DATE RECEIVED

10/19/84

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

NOTIFICATION TO AGENCY

1 FROM (Agency or establishment)

In accordance with the provisions of 44 USC 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

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 TELEPHONE EXT

325-0440

DATE

2/4/92

ARCHIVIST OF THE UNITED STATES



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, and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence  is attached, or  is unnecessary

B DATE

12 Oct 84

C SIGNATURE OF AGENCY REPRESENTATIVE

*W.R. Boardman, CRM*  
W. R. BOARDMAN, CRM

D TITLE

Army Records Manager

7 ITEM NO

1

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

File description and disposition instructions contained on the attached page relate to Investigational Project Files (FN 1514-02). MARKS 1110-2-1403b. Disposition for

a. OCE remains as shown on attached page.

b. Field offices

~~Requires management of permanent retention.~~

(1) Final reports, including printed and unpublished "letter" reports.

(a) Copy maintained by creating office. PERMANENT. Cut off files upon completion of study. Retire to FRC when 10 years old. Transfer to NARA when 20 y.o.

(b) All other copies. Destroy when no longer needed for reference.

(2) Background documentation and related work papers. Cut off files upon completion of study. Retire to FRC when 2 years old. Destroy when 10 years old.

9 GRS OR SUPERSEDED JOB CITATION

10 ACTION TAKEN (NARS USE ONLY)

Changes made per telcon, 1-17-92 w/ Monette Blanco, USA, and attached letter from USACE HQ.

*J. Young, NARA*  
1-17-92

*#85-9 (Previously NCI-AU-78-32)*

BACKGROUND INFORMATION FOR PERMANENT RETENTION OF A FILE SERIES

- |    |  |  |  |
|----|--|--|--|
| 1. | AR 340-18-15<br>FILE NUMBER,<br>DESCRIPTION,<br>AND<br>DISPOSITION | 1514-02  | Investigational project files. Documents pertaining to investigational projects relating to hydraulics, hydrology, structural design, electrical and mechanical design, geology, soils, concrete, pavements, bituminous materials, and materials for building construction. Included are laboratory tests, model studies, investigations, technical reports, and related correspondence necessary to the preparation of design criteria, manuals, or technical publications on design and construction.<br><br>Note: Model studies pertaining to specific projects should be filed in the civil works project files (file number 1518-01). |
|    |  |  | <ul style="list-style-type: none"> <li>a. OCE: Destroy reports of investigation when superseded or obsolete. Destroy remaining files 2 years after completion of study.</li> <li>b. Field offices: <del>Permanent. Cut off on completion of study. Retire after 10 years.</del><br/>See memt of SF 115</li> </ul>  |
| 2. | ORGANIZATIONAL<br><br>LOCATION.                                    | 45 FOA's   |  |
| 3. | CURRENT VOLUME.  | 1800   |  |
| 4. | ANTICIPATED<br>ANNUAL INCREASE                                     | 900  |  |
| 5. | ARRANGEMENT (ALPHA,<br>NUMERIC, CHRONO).                           | Subject/alpha  |  |
| 6. | JUSTIFICATION FOR<br>PERMANENT RECORDS.                            | Records may be of probable legal, administrative, historical, fiscal or other archival value. The above will meet present Army requirements. |  |
| 7. | REASON RECORDS<br>ACCUMULATE (ARs, etc)                            | ER 1110-02 Series ER 70-3-2<br>EM 1110-01 Series ER 360-2-103<br>ER 1105-2 Series  |  |
| 8. | RECORDS WILL BE<br>OFFERED.  | The permanent files described above will be offered to the National archives 10 years after completion of study.                             |  |