

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NCI-AH-85-15

DATE RECEIVED

10-23-84

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

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

1. FROM (Agency or establishment)

DEPARTMENT OF THE ARMY

2. MAJOR SUBDIVISION

Office of The Adjutant General

3. MINOR SUBDIVISION

Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

John G. Vos

5. TELEPHONE EXT.

325-0440

DATE

12-6-85

ARCHIVIST OF THE UNITED STATES

Frank A. Burke

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; 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 <i>19 Oct 84</i>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>WR Boardman, CRM</i> W. R. BOARDMAN, CRM	D. TITLE Army Records Manager
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7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
1.	<p><u>File Number:</u> 725-11 (Appendix H, AR 340-18) <u>File title:</u> Quality of Life Administrative Files <u>Description:</u> Information accumulated at the installation office that oversees administration of the Quality of Life minimum standards outlined in DA Pam 600-19. Included is oversight information on the minimum standards for each listed function, facility, or activity. Not included is detailed information on the operations and administration of each of the functions, facilities, or activities; such information will be filed in the appropriate functional files. <u>Disposition:</u> Destroy when no longer needed for current operations.</p> <p>-----</p> <p><u>Remarks:</u> Under a program established by the Army in 1979 and recently revised/updated, each of the Army's 160+ installations is required to oversee minimum standards in various areas that impact on the "quality of life" of the individual soldier (active, reserve, former) and his or her dependents. The installation office responsible for this oversight function creates and accumulates compliance information on as many as 61 areas affecting quality of life. These records are not described in GRS, and have not previously been described in the Army's records schedules.</p>		<i>1 item</i>

#85-15