

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO NCI-AU-85-61	DATE RECEIVED 6-13-85
1 FROM (Agency or establishment) Department of the Army		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Office of The Adjutant General		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
3 MINOR SUBDIVISION Records Management Division			
4 NAME OF PERSON WITH WHOM TO CONFER John G. Vos	5 TELEPHONE EXT 325-0440	DATE 12-31-86	ARCHIVIST OF THE UNITED STATES <i>Frank B. Bunk</i>
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 1 APR 1985	C SIGNATURE OF AGENCY REPRESENTATIVE <i>John Henry Hatcher</i>	D TITLE JOHN HENRY HATCHER, Ph.D. Archivist of the Army
-----------------------------	---	--

7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
	<p>Under the Permanent Files Review, Personnel Management Study Files, file number 711-01 (Appendix H, AR 340-18) were determined not to have <u>permanent</u> value and Army was requested to reappraise their worth and recommend a finite retention period.</p> <p>Accordingly, the following request is submitted:</p> <p><u>File Number:</u> 711-01 (App. H, AR 340-18) <u>Title:</u> Personnel Management Study Files <u>Description:</u> Information reflecting the analyses and development of personnel management concepts, standards and systems. Included are feasibility studies, survey reports, analyses, evaluations, determinations, and related information. <u>Disposition:</u> a. Offices initiating studies: Destroy after 10 years. <i>Offices performing Army-wide responsibility. PERMANENT. OFFER TO NARA IN 5YR blocks when 20-25 years old</i> b. Other offices: Destroy when no longer needed for current operations.</p> <p><i>Army has concurred in this change</i> <i>gmf [signature]</i> <i>10/2/86</i></p> <p>#85-47</p>		