

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK

JOB NO.

*NCI-AU-85-77*

DATE RECEIVED

*9-13-85*

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

The Adjutant General's Office

3. MINOR SUBDIVISION

Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

Cliff Jones

5. TELEPHONE EXT.

325-6044

DATE

*6-16-86*

ARCHIVIST OF THE UNITED STATES

*Frank B. Bunde*

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>9/14/85</i>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>P.H. Boardman</i> P.H. BOARDMAN, CRM	D. TITLE Army Records Manager
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
①	<p>603-06 Manpower reporting files. (Planned MARKS Number 570-3d)</p> <p><b>BACKGROUND:</b> This file number is one of several in subfunctional categories 602 &amp; 603 that is being changed to meet current Army requirements.</p> <p>603-06 Manpower reporting files</p> <p><b>Description</b> Information and feeder reports used to report manpower actual strength utilization data and expense data. Included are work reports, consolidations, extracts or tabulations thereof, and similar reports.</p> <p><b>Disposition</b></p> <p>a. Offices of the Army Staff:</p> <p>(①) Year-end reports: Destroy after ①5 years.</p> <p>(2) Other reports: Destroy after 2 years.</p> <p>b. Other offices: Destroy after 2 years.</p>	NN-166-204	

*#85-70*

*Copies sent to Agency.  
.. Mr. E. 10-20-86. CRM*