

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NC1 52 77 1	
DATE RECEIVED 17 AUG 1977	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<i>10-12-77</i> Date	<i>James E. O'Neill</i> Acting 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 NAVY

2. MAJOR SUBDIVISION **ASSISTANT VICE CHIEF OF NAVAL OPERATIONS
DIRECTOR OF NAVAL ADMINISTRATION**

3. MINOR SUBDIVISION
NAVAL RECORDS MANAGEMENT DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
CAPT F. J. LAMOTTE

5. TEL EXT
697-2311

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 JUL 27 1977	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Paul M. White</i>	E. TITLE P. M. White, LT, USN Admin. Asst. to Dir., Naval Records Mgmt & Admin. Services Div.
7. ITEM NO 1.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) OFFICER -OF-THE-DAY-LOGS The following disposition is requested for Officer-of-the-Day (OOD) Logs of Naval medical and dental activities. a. OOD Smooth Logs created at medical activities in a non-combat zone. DISPOSITION: Destroy when 10 years old. <i>(transfer to CPR when 2 years old.) orig 2/23/77</i> b. OOD Smooth Logs created at medical activities in a combat zone. DISPOSITION: Destroy when 25 years old. (transfer to National Personnel Records Center (CPR), 111 Winnebago Street, St. Louis, MO 63118, when 2 years old.) c. OOD Logs created at dental commands. DISPOSITION: Destroy when 10 years old. NOTE: The current 1 year retention period for medical OOD rough logs and the 2 year retention period for dental OOD logs created at other than dental commands are continued without change.	9. SAMPLE OR JOB NO SECNAVINST P5212.5B 6010 (1) (a) & (b)
		10. ACTION TAKEN

15-107
Send to agency, NNM, NCP-NCR. 10/14/77