

June 17, 1991

NARA Bulletin No. 91-5
Attachment

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-NU-98-6	DATE RECEIVED 12-29-97
1 FROM (Agency or establishment) Department of the Navy		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Commandant of the Marine Corps		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Records Management Division			
4. NAME OF PERSON WITH WHOM TO CONFER Gloria E. Fortune	5. TELEPHONE 703-614-2311/3076	DATE 11-3-98	ARCHIVIST OF THE UNITED STATES <i>John W. Cal</i>

6. AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached _____ 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE 12/16/97	SIGNATURE OF AGENCY REPRESENTATIVE <i>Barbara Thompson</i>	TITLE Records Disposition Program Manager
------------------	---	--

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>SSIC 1050</p> <p>4. APPELLATE LEAVE AWAITING PUNITIVE SEPARATION.</p> <p>a. Involuntary Appellate Leave. Leave for Marines awaiting the review of a punitive discharge (enlisted) or dismissal (officers) upon completion of the Convening Authority's action.</p> <p><i>Retention period: Temporary. Destroy on site when 2 years old.</i></p> <p>b. Voluntary Appellate Leave. Leave for Marines awaiting the convening authority's review of the adjudged court-martial findings and sentence which includes a punitive discharge (enlisted) or dismissal (officers).</p> <p><i>Retention period: Temporary. Destroy on site when 2 years old.</i></p> <p>c. Punitive Separation. A dismissal, dishonorable discharge or bad-conduct discharge adjudged as part of a sentence by a court martial sentence.</p> <p>Retention Period: <i>on site</i> Temporary Destroy when 2 years old.</p> <p><i>ok per agency 6/19/98 le</i></p> <p>JUSTIFICATION: RECORDS ARE NOT CURRENTLY COVERED UNDER SECNAVINST 5212.56</p>		