

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

LEAVE BLANK

JOB NO N1-218-90-2

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

DATE RECEIVED 52990

1 FROM (Agency or establishment)  
JOINT STAFF

NOTIFICATION TO AGENCY


2 MAJOR SUBDIVISION  
JOINT STAFF SECRETARIAT

In accordance with the provisions of 44 USC 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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  
DOCUMENTS DIVISION

4 NAME OF PERSON WITH WHOM TO CONFER  
MR STERLING S. SMITH, JR

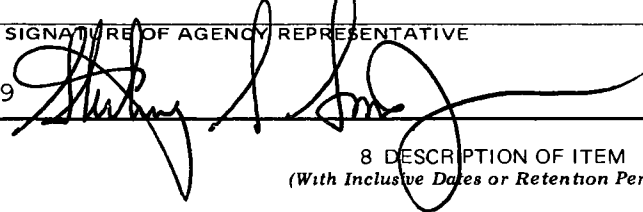
5 TELEPHONE EXT  
697-6906

DATE 6/7/90  
ARCHIVIST OF THE UNITED STATES 

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 \_\_\_\_\_ 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	C. SIGNATURE OF AGENCY REPRESENTATIVE	D TITLE
22 May 1999		CHIEF, RECORDS MANAGEMENT SECTION

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)				
	<p><u>RECORDS OF THE JOINT STAFF</u></p> <p>THIS REQUEST FOR RECORDS DISPOSITION AUTHORITY COVERS THE RECORDS OF THE JOINT STAFF. RECORDS IN THIS REQUEST ACCESSIONED BY THE NATIONAL ARCHIVES AND RECORDS ADMINISTRATION ARE SUBJECT TO THE PROVISIONS OF THE MEMORANDUM OF UNDERSTANDING BETWEEN THE JOINT STAFF AND THE NATIONAL ARCHIVES SIGNED BY THE SECRETARY, JOINT STAFF AND THE ARCHIVIST OF THE UNITED STATES ON 7 AND 30 JUNE 1978, RESPECTIVELY, as REVISED IN MUO SIGNED 31 AUGUST AND 27 SEPTEMBER 1982, BY THE SECRETARY, JOINT STAFF AND THE ARCHIVIST OF THE UNITED STATES. THE ATTACHED DISPOSITION SCHEDULE WITH BE INCORPORATED IN THE NEXT REVISION TO THE JOINT STAFF COMPREHENSIVE DISPOSITION SCHEDULE CONTAINED IN JAI 5760.2F.</p>						
	<table border="1"> <thead> <tr> <th><u>SERIES</u></th> <th><u>TITLE</u></th> </tr> </thead> <tbody> <tr> <td>001 - 005 500</td> <td>OPERATIONS, PLANNING, COMMAND AND CONTROL</td> </tr> </tbody> </table>	<u>SERIES</u>	<u>TITLE</u>	001 - 005 500	OPERATIONS, PLANNING, COMMAND AND CONTROL		
<u>SERIES</u>	<u>TITLE</u>						
001 - 005 500	OPERATIONS, PLANNING, COMMAND AND CONTROL						

NOTE: Unchanged disposition authorities listed in N1-218-84-1, N1-218-86-1, and N1-218-89-1 & 2 are still current and remain in effect as written.

522-1 thru 522-5 submitted by J-3/SOD/STRAT OFF BR/SFC CLARK/79062. 522 updated to establish files and appropriate disposition authority for SIOP documents to meet current mission requirements. These files contains extremely sensitive information, unauthorized access to this information could cause grave damage to national defense. It is essential that these documents be retained and maintained by the originators in controlled channels with limited access and distribution authorized until documents are declassified and can be removed from control channels. (NC1-218-84-1, Item No 326).

522 SINGLE INTEGRATED OPERATIONAL PLAN (SIOP) DOCUMENTS

522-1 SIOP Decision Handbook Permanent. Retire to  
(Black Book) and NARA when 50 years old  
Corrigendums. WHICH ARE: if declassified. If not  
ITEM # maintained by J-3 in declassified, review  
001 special control channels as every 10 years  
the official Joint Staff thereafter for  
record copy. declassification until  
declassified, then  
retire to NARA.

Arrangement: Chronological  
Establishment annual accumulation: .25 cu ft.  
Volume on hand: 5 cu ft.  
Inclusive dates: 1959 to present

522-2 SIOP Decision Handbook Permanent. Retire to  
Revision Actions. Input, NARA when 50 years old  
data, information, if declassified. If not  
ITEM # concurrences, and approvals declassified, review  
002 from multiple sources, every 10 years  
documenting the processes thereafter for  
of building the SIOP declassification until  
Decision Handbook. WHICH declassified, then  
ARE: maintained by J-3 in retire to NARA.  
special control channels as  
the official Joint Staff  
record copy.

Arrangement: Chronological  
Establishment annual accumulation: .5 cu ft.  
Volume on hand: 6 cu ft.  
Inclusive dates: 1960 to present

522-3 SIOP Briefings. Briefings Permanent. Retire to  
given to appropriate NARA when 50 years old  
personnel for decision- if declassified. If not  
ITEM # making purposes. WHICH declassified, review  
003 ARE: maintained by J-3 in every 10 years  
special control channels as thereafter for  
the official Joint Staff declassification until  
record copy. declassified, then  
retire to NARA.

Arrangement: Chronoqolical/Subject  
Establishment annual accumulation: .1 cu ft.  
Volume on hand: 1.5 cu ft.  
Inclusive dates: 1964 to present

522-4            SIOP/Strategic Forces            Permanent. Retire to  
                 related actions consisting            NARA when 50 years old  
                 of general planning support            if declassified. If not  
ITEM #            documents/ materials:            declassified, review  
004                WHICH ARE: maintained by            every 10 years  
                 any Joint Staff activity in            thereafter for  
                 special control channels as            declassification until  
                 the official Joint Staff            declassified, then  
                 record copy.                        retire to NARA.

Arrangement: Chronological/Subject  
Establishment annual accumulation: .3 cu ft.  
Volume on hand: 12 cu ft.  
Inclusive dates: 1958 to present

522-5            Joint Strategic Target            Permanent. Retain JCS  
                 Planning System Documents.            record copy for 50 years  
                 The Single Integrated            in special control  
ITEM #            Operational Plan (SIOP) and            channels for highly  
005                its associated target            sensitive documents. At  
                 lists. WHICH ARE:            end of 50 years, review  
                 developed and maintained by            for removable from  
                 JSTPS in special control            special control  
                 channels as the official            channels. When  
                 Joint Staff record copy.            removable from special  
                    control channels,  
                    transfer to RAIR for  
                    incorporation into the  
                    official Joint Staff  
                    case files for  
                    disposition in  
                    accordance 001-05 and  
                    001-01.

Arrangement: Chronological  
Establishment annual accumulation: 1.35 cu ft.  
Volume on hand: 19 cu ft.  
Inclusive dates: 1972 to present

522-6            Relocation and reference            Destroy when superseded,  
                 documents. WHICH ARE:            obsolete, or no longer  
                 maintained by any Joint            needed for reference.  
                 Staff activity in special            (NON RECORD)  
ITEM #            control channels for  
~~006~~            reference.