

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NCI-330-79-1	
DATE RECEIVED 7-26-79	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
9-5-79 Date	<i>James E. O'Neil</i> acting Archivist of the United States

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

1 FROM (AGENCY OR ESTABLISHMENT)
Office of the Secretary of Defense

2 MAJOR SUBDIVISION
Washington Headquarters Services

3 MINOR SUBDIVISION
Records Management Division

4 NAME OF PERSON WITH WHOM TO CONFER
J. E. Haines

5. TEL EXT
695-0970

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 2 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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E TITLE		
20 Jul 79	James S. Nash <i>James S. Nash</i>	Records Administrator		
7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)		9 SAMPLE OR JOB NO	10. ACTION TAKEN
Addition 102-18	to Chapter 100 - OSD AI No. 15 - Administration Congressional Correspondence a. Correspondence of a routine non-policy nature with no historical value. Congressional inquiries originated by Armed Forces personnel, the public or members of Congress, which are forwarded to OSD for reply. Examples include: letters regarding CHAMPUS benefits for dependents, rejections for military service, requests for information about commissary privileges for retirees and retirement benefit programs, physician pay bonus program eligibility and public inquiries as to how and where military equipment can be purchased, discrimination complaints, and public inquiries on Defense spending. Transfer to WNRC when 1 year old. Destroy when 7 years old. b. Correspondence of a substantial nature with historical significance. Congressional inquiries originated by Armed Forces personnel, the public or members of Congress, which are forwarded to OSD for reply. They are primarily originated by Congress and pertain to substantial policy issues such as: plans, objectives or responsibilities. Example include: letters between (Continued next page)			
			2 ITEMS	

Copy to Agency New NOM

Request for Records Disposition Authority - Continuation

JOB NO

PAGE OF

2 of 2

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
Cont'd	<p>102-18 - <u>Congressional Correspondence</u></p> <p>Congress and the Secretary of Defense outlining the appropriations history of the B-1 bomber project, NATO programs, Defense Department ADP programs, incidents such as the Mayaguez seizure, intelligence operations, war reserves, and Defense contract awards <i>and important investigations.</i></p> <p>Permanent. Transfer to WNRC one year after close of the case. Make available <i>offer</i> to NARS when 20 years old.</p>		

JSK

gmb 7/26/79

offer

7/26/79