

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

5/23/80

LEAVE BLANK	
JOB NO	
NC1-330-80-5	
DATE RECEIVED	
May 27, 1980	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
4-9-81 Date	<i>Philip M. Wray</i> 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 3 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 28 Apr 80	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>James S. Nash</i> James S. Nash	E. TITLE Chief, Records Management Division
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	RECORDS OF THE UNDER SECRETARY OF DEFENSE FOR RESEARCH & ENGINEERING		
	<u>Description of Records</u>		
	<u>Disposition Instruction</u>		
1.	<p><u>Transitory Material.</u></p> <p>Transmittal documents that add no significant information to material transmitted; routine requests for information, publications, or supplies; documents correcting reports or other minor corrections to records; and courtesy or informational documents which are not needed to document specific functions or actions but are of reference value to the office.</p> <p><i>Schedule changes concurred in by OSD/Haines, 3-05-81. RCS/MARS. NSD</i></p>	<p><i>These will be in Category 1300, AI-15.</i></p> <p>(NEW)</p>	<p><i>5 items</i></p>

Request for Records Disposition Authority - Continuation

JOB NO

PAGE OF
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN	
<u>RECORDS OF THE UNDER SECRETARY OF DEFENSE FOR RESEARCH & ENGINEERING</u>				
<u>Description of Records</u>		<u>Disposition Instruction</u>		
2.	<u>Cruise Missile Systems.</u>	(NEW)		
/a.	Reviews and evaluations of military programs and proposals for cruise missiles and associated platforms including air, sea, and ground launched conventional and nuclear armed cruise missiles and aircraft, ships, submarines and ground systems to support their launch. /b. Studies and analyses of potential future problems in maintaining effective forces.			Permanent. Transfer to WNRC when obsolete or superseded. Make available to NARS when 30 years old <i>IN 5 Year blocks.</i>
/c.	Planning and budgeting documents for assigned programs.			<i>Arranged chronologically. Volume to date - 66 cu. ft. Estimated Annual Accumulation - 23 cu. ft. Dates of Coverage - 1979 to present.</i>
3.	<u>Armament/Munitions Requirements and Development (AMRAD) Files.</u>	(NEW)		
Documents relating to the development of harmonized requirements which fulfill more than one Service's munitions and associated subsystem needs, and the achievement of interchangeability with munitions in use or planned use by NATO Allies. Included are: Recommendations for resolving joint service standardization problems; development of guidelines for standardization of requirements in munitions and associated equipment; recommendations concerning munitions development, production or modification; identification of problem areas in the acquisition of joint-use items; identification of munitions areas where additional development would improve standardization probability, operational effectiveness, and compatibility; and evaluation of programs for				Permanent. Transfer to WNRC 5 years after cut off of current files. Make available to NARS when 30 years old <i>in 5 Year blocks.</i>
		<i>Arranged by subject; then under chrono. Volume to date - 56 cu. ft. Estimated Annual Accumulation - 2 cu. ft. Dates of Coverage - 1969 to present.</i>		

