

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-319-88-002

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Disposal at NPRC is assumed to have taken place.

Date Reported: 08/13/2021

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

M-319-88-2

DATE RECEIVED

2/4/88

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

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

1. FROM (Agency or establishment)

Department of the Army

2. MAJOR SUBDIVISION

HQ, U.S. ARMY INFORMATION SYSTEMS COMMAND
Army Records Management Operations Office

3. MINOR SUBDIVISION

Deputy Chief of Staff for Operations (AS-OPS-MR)
Records Programs Division

4. NAME OF PERSON WITH WHOM TO CONFER

Gary Elmestad

5. TELEPHONE EXT.

7-693-7216
8-273-7216

DATE

4/20/88

ARCHIVIST OF THE UNITED STATES

[Signature]

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

1/28/88

C. SIGNATURE OF AGENCY REPRESENTATIVE

Robert Print

D. TITLE

Army Information Retention Manager

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SUPERSEDED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)

Located at the National Personnel Records Center (Military) St. Louis, Missouri, are Army organizational records generally dating from the late 1940's through the 1960's. These records are now being reviewed for the purpose of determining their ultimate disposition. The submission of this SF 115 is a part of this effort.

This schedule covers only those records located in NPRC created by the Army Information Digest. Consequently, it is not applicable to current records.

Unless otherwise noted, the disposition numbers cited correspond to those in AR 340-18.

2 items

The following series located at NPRC have not been described in this schedule because they have already been appraised as permanent.

Operating Program Progress Reports, ca. 1963-64, 12 in.

Standard Operating Procedures, ca. 1953-54, 1 in.

Items in this Schedule

1. Army Information Digest
2. Troop Information Administrative Files

1. Army Information Digest record copies, ca. 1946-62, 18 in.

The Army Information Digest, the Official U.S. Army Magazine, contains an array of information and articles written by prominent military personnel, and others regarding Army policy, plans, operations, and technical developments. The Digest also provided a forum for the Secretary of the Army and the Chief of Staff to express their views on topics they deemed important and to convey information Army-wide. Also included is information regarding published reading material of professional interest to U.S. Army personnel, prepared by the Army Library, and training aid information for commanders and others charged with training responsibilities.

Destroy
~~Permanent. Offer to NARA~~ immediately upon approval of this schedule. *

2. Troop Information Administrative Files, ca. 1956-63, 4 in. 404-01

Memorandums for members of the Army Information Digest Review Committee which contain the minutes of the committee meetings. Information contained in these files includes the names of those attending the committee meetings and those who were absent. The mission of the committee was to insure that the contents of the official U.S. Army Magazine were timely, of high caliber and in consonance with Department of the Army positions and policies.

Furthermore, the committee provided staff guidance to the editor, insured that Army information objectives were achieved, and insured that story ideas for future issues of the Magazine were developed. Other material in the memorandums includes listings of approved and disapprove articles, requests for story ideas, and editor progress reports. All significant information contained in these review committee meeting memorandums is found in the Digest record copies, which are recommended for permanent retention.

Destroy immediately upon approval of this schedule.

* NARA already has copies of this issuance