

**ACTIVE ITEMS.** These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

**INACTIVE ITEMS.** These items may no longer be used to disposition records. They are superseded, obsolete, filing instructions, describe non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items may be annotated on the schedule.

**(P) Permanent**

**(T) Temporary**

[illegible]

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		LEAVE BLANK	
TO <b>GENERAL SERVICES ADMINISTRATION</b> <b>NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408</b>		JOB NO <b>N1-338-87-4</b>	DATE RECEIVED <b>12/16/88</b>
1 FROM (Agency or establishment) <b>Department of the Army</b>		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION <b>Stations</b>		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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		ARCHIVIST OF THE UNITED STATES	
4 NAME OF PERSON WITH WHOM TO CONFER <b>Walter J. Kras AS-OPS-MR (602) 538 7448</b> <b>Marvin H. Kabakoff</b>	5 TELEPHONE EXT <b>7-693-7216</b> <b>8-273-7216</b>	DATE <b>4/7/89</b>	
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 12 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 <b>2 Dec 88</b>	C SIGNATURE OF AGENCY REPRESENTATIVE <b>Jay A. Raschke</b>	D TITLE <b>Chief, Policy and Management Division</b>	
7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)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>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.</p> <p>This schedule covers only those records located in NPRC created by U.S. Army Stations. Consequently, it is not applicable to current records.</p> <p>Unless otherwise noted, the disposition numbers cited correspond to those in AR 340-18.</p>		
<p>** RECOMMEND THE RECORDS SCHEDULED FOR DESTRUCTION DURING 2036 BE REEVALUATED PRIOR TO THAT DATE TO ENSURE THAT THE DATA THEY CONTAIN IS NO LONGER NEEDED TO RESOLVE ENVIRONMENTAL POLLUTION PROBLEMS.</p>			

### Stations

#### Research, Testing, and Experimental:

Yuma Test Station, AZ, ca. 1951-61, 22.8 ft.

Transportation Research and Development Station, Ft. Eustis, VA,  
ca. 1951-52, 23.7 ft.

Waterways Experiment Station, Vicksburg, MS, ca. 1951-54, 4.7 ft.

#### Communication Stations:

Ft. Douglas Communication Station, UT, ca. 1957-63, 4 in.

Army ACAN Communication Station, Los Angeles, CA, ca. 1956-62, 5 in.

Hawaiian ACAN Station, ca. 1954-57, 6 in.

ACAN Station, Philippines, ca. 1954-61, 6 in.

Signal Ionosphere Station, Okinawa, 1959,  $\frac{1}{4}$  in.

#### Geographic and Installation Stations:

Augsburg Station, ca. 1957-59, 4 in.

Berchtesgaden Station, Munich Garrison, ca. 1956-61, 6 in.

Berlin Station Complement, 1955, 6 in.

Cameron Station, Alexandria, VA, ca. 1952-63, 2.3 ft.

Manzarali Station, Turkey, 1960,  $\frac{1}{2}$  in.

Vint Hill Farms Station, Warenton, VA, 1955, 2 in.

#### Personnel-Related

Reception Station, Ft. Benning, ca. 1960-61, 6 in.

Reception Station, Ft. Bliss, ca. 1956-57, 3 in.

Reception Station, Ft. Campbell, 1966,  $\frac{1}{2}$  in.

Reception Station, Ft. Carson, 1957-60, 1 in.

Reception Station, Ft. Chaffee, AR, 1961,  $\frac{1}{4}$  in.

Reception Station, Ft. Dix, ca. 1953-55, 7 in.

Reception Station, Ft. Knox, ca. 1954-66, 1.4 ft.

Replacement Station, Ft. Lewis, ca. 1952-58, 2.5 ft.

Reception Station, Ft. Ord, ca. 1954-59, 10 in.

Reception Station, Ft. Polk, LA, ca. 1964-67,  $\frac{1}{2}$  in.

Reception Station, Ft. Leonard Wood, MO, ca. 1955-61, 1 in.

Courier Transfer Station, New York, 1957,  $\frac{1}{4}$  in.

Courier Transfer Station, Presidio of San Francisco, ca. 1961-63, 2 in.

Courier Transfer Station, Ft. Sheridan, IL, ca. 1955-59, 1.4 ft.

Courier Transfer Station, Washington, DC, 1953,  $\frac{1}{2}$  in.

Armed Forces Examining and Induction Station, Ft. Brooke, PR,  
ca. 1959-60, 1 in.

Recruiting Main Station, Milwaukee, 1955, 1 ft.

Recruiting Main Station, Portland, OR, ca. 1957-59, 7 in.

Recruiting Main Station, Shreveport, LA, ca. 1954-56, 8 in.

5.

Station Records Previously Appraised as Permanent  
Research, Testing, and Experimental Stations

Yuma Test Station:

General Orders, ca. 1951-60, 4 in.  
Operating Program Progress Reports, ca. 1957-61, 1.4 ft.  
Operations Planning, ca. 1954-60, 6 in.  
Organization Planning, ca. 1954-61, 9 in.  
Unit History Files, ca. 1953-55, 1.6 ft.

Transportation Research and Development Station:

General Orders, ca. 1951-52, 1 in.  
Operations Planning, ca. 1951-52, 1 in.  
Organization Planning, ca. 1951-52, 1 in.

Communication Stations:

Ft. Douglas Communication Station:

Installation Historical Files, ca. 1957-63, 1 in.

ACAN Station, Los Angeles:

Activation & Inactivation Files, 1961, ¼ in.  
General Orders, 1956, ¼ in.  
Organization Plannings, 1957-60, 3 in.  
SOP's, 1962, 1 in.

Hawaiian ACAN Station:

Operating Program Progress Reports, 1957, 1 in.  
Organization Planning, ca. 1954-56, 2 in.

ACAN Station, Philippines:

General Orders, ca. 1958-61, 2 in.

Signal Ionosphere Station, Okinawa

General Orders, 1959, ¼ in.

Geographic and Installation Stations:

Augsberg Station

General Orders, ca. 1957-59, 1 in.

Berchtesgaden Station

General Orders, ca. 1956-60, 1 in.  
SOP's, ca. 1957-60, 2 in.

Berlin Station

General Orders, 1955, ¼ in.  
Organization Planning, 1955, 1 in.  
Unit History Files, 1955, 1 in.

Cameron Station

General Orders, ca. 1952-63, 2 in.  
Mobilization Planning, ca. 1955-56, 2 in.

6.

Operating Program Briefing Files, 1963, 1 in.  
Operating Program Progress Reports, 1963, 1 in.  
Operations Planning, 1954, 1 in.  
Organization Planning, ca. 1953-57, 2 in.  
Regulations, ca. 1962-63, 1 in.

Manzarali Station

General Orders, 1960,  $\frac{1}{4}$  in.

Personnel-Related:

Reception Station, Ft. Benning

General Orders, ca. 1960-61, 1 in.  
Organization Planning, ca. 1960-61, 2 in.

Reception Station, Ft. Bliss

General Orders, ca. 1956-57, 1 in.

Reception Station, Ft. Campbell

General Orders, 1966,  $\frac{1}{4}$  in.

Reception Station, Ft. Carson

General Orders, ca. 1957-60, 1 in.

Reception Station, Ft. Chaffee

General Orders, 1961,  $\frac{1}{4}$  in.

Reception Station, Ft. Dix

General Orders, ca. 1953-55, 1 in.

Reception Station, Ft. Knox

General Orders, ca. 1956-66, 3 in.  
Organization Planning, 1958, 1 in.

Replacement Station, Ft. Lewis

Command Reports, 1955, 2 in.  
Organization Planning, ca. 1952-54, 1 in.

Reception Station, Ft. Ord

General Orders, ca. 1953-64, 3 in.

Reception Station, Ft. Polk

General Orders, 1964-67,  $\frac{1}{2}$  in.

Reception Station, Ft. Leonard Wood

General Orders, ca. 1955-61,  $\frac{1}{2}$  in.

Courier Transfer Station, New York

General Orders, 1957,  $\frac{1}{4}$  in.

Courier Transfer Station, Presidio

Operating Program Progress Reports, ca. 1961-63, 2 in.

Courier Transfer Station, Ft. Sheridan

General Orders, ca. 1955-59, 6 in.

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Courier Transfer Station, Washington, DC

General Orders, 1953,  $\frac{1}{4}$  in.

Operating Program Progress Reports, 1953,  $\frac{1}{4}$  in.

Recruiting Main Station, Portland

General Orders, 1959,  $\frac{1}{4}$  in.

Recruiting Main Station, Shreveport

General Orders, ca. 1954-56, 1 in.

8.

Items in this Schedule

1. Manuals
2. Research and Development Project Files
3. General Correspondence
4. Sanitary Engineering and Administrative Files
5. Hospital and Dispensary Correspondence
6. Circulars
7. Memorandums
8. Bulletins

9.

1. Manuals, ca. 1952-58, 2 in.,

227-01

Printed issuances from several research and testing stations prescribing uniform policies and procedures, describing organizational structure, and listing responsibilities and functions.

Permanent. Offer to NARA immediately upon approval of this schedule.

2. Research and Development Project Files, ca. 1951-52, 12 ft.,  
1304-14, 1305-01

Records from the Transportation Research and Development Station consisting of case files, some of which contain final reports, on all aspects of Army equipment used in transportation, including drydocks, cranes, compasses, vessels, railroad equipment, trucks, etc. The case files consist mostly of interim reports, memorandums, and correspondence on a particular project. Final reports are generally in print form and appear to have been created by the Transportation Board, to which the Station reported. It is not evident from the records whether the final reports contained in these case files are the record copies. However, these case files do document the primary mission of this organization.

Permanent. Offer to NARA immediately upon approval of this schedule.

3. General Correspondence, ca. 1951-58, 32 cu. ft.

AR 345-220/18D & other items in AR 345-200 series

Letters, memorandums, reports, and other correspondence relating to a wide variety of functions and activities of most Army Stations. The vast bulk of this correspondence concerns ephemeral transactions and procedures documenting the day-to-day operations of the creating unit, and so, much of the material has no archival value. However, the series also contains much data on research and development activities, and on the organization and operations of these stations. Records from Yuma (1951-58, 12.3 ft.) contain a great deal of information on tests performed by chemical, ordnance, quartermaster, and engineering teams, as well as environmental reports, master planning files and site plans, and minutes of intelligence board meetings. Records from the Transportation R&D Station (1951-52, 11 ft.) consist of correspondence on improving equipment for all forms of transportation, as well as test reports on vehicles, and data on construction and safety. Correspondence from Vicksburg (1951-54, 4.7 ft.) includes publications containing maps and SOP's; interesting claims files relating to floods and explosions; excellent operations reports; and maps. Records from the remaining stations, geographic and personnel-related, are totally routine in nature, with the exception of certain historical reports. This General Correspondence item is applicable not only



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to centralized General Administrative Files or Subject Files, but also to specific administrative files maintained by individual offices. This item is not applicable to those individual files which document long-range planning, organization, and policy matters and which have previously been scheduled for permanent retention. In addition, this item is not applicable to specific series or portions of administrative files described and provided for elsewhere in this schedule.

a. All records from Vicksburg; all records from Yuma and Transportation R&D with exception of 100 and 200 levels of Decimal File System; from remaining stations, all historical reports, in 314.7 or wherever filed.

Permanent. Offer to NARA immediately upon approval of this schedule.

b. All other records.

Destroy immediately upon approval of this schedule.

4. Sanitary Engineering and Administrative Files, 1958, 1 in.

Documents from Yuma Test Station consisting of waste disposal inventories, which are data sheets showing amounts and types of waste and methods of disposal. Waste consists of both routine sewage, and matter generated by research and testing activities. While having no archival value, these records may contain information useful for the Defense Environmental Restoration Program.

Temporary. Destroy in 2036.

5. Hospital and Dispensary Correspondence, ca. 1954-55, 1 in. 901-01

Letters, memorandums, reports, and other correspondence from Yuma Test Station, consisting only of routine hospital administrative matters, such as requests for records or other information. Most of this correspondence relates to dependents of military personnel.

Destroy immediately upon approval of this schedule.

6. Circulars, ca. 1951-63, 4 in., 227-01

Numbered, near-print issuances from a variety of stations used for numerous purposes, generally for circulating routine, housekeeping information that is transitory in duration.

Destroy immediately upon approval of this schedule.

11.

7. Memorandums, ca. 1951-63, 4.4 ft.,

227-01

Numbered and unnumbered near-print issuances used for a variety of purposes relating to short-term administrative procedures. Memos were created by almost all stations.

Destroy immediately upon approval of this schedule.

8. Bulletins, ca. 1952-63, 3 ft.,

227-01

Numbered, near-print issuances from most stations used to convey official and unofficial information of an advisory, informative, or directive nature, and generally relating to routine, housekeeping procedures. Most of this series is composed of Daily Bulletins.

Destroy immediately upon approval of this schedule.