

# Request for Records Disposition Authority

(See Instructions on reverse)

To <b>National Archives and Records Administration (NIR)</b> Washington, DC 20408	
1 From (Agency or establishment) Department of the Army	
2 Major Subdivision Office of the Administrative Assistant to the Secretary of the Army	
3 Minor Subdivision Records Management and Declassification Agency	
4 Name of Person with whom to confer Brenda Fletcher	5 Telephone (include area code) 703-428-6298

## Leave Blank (NARA Use Only)

Number <b>NL-AU-10-105</b>
Date Received <b>4/20/10</b>
<b>Notification to Agency</b> In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10
Date <b>4 Jan 2010</b>
Archivist of the United States 

**6 Agency Certification**

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 1 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies

is not required       is attached       has been requested

Signature of Agency Representative 	Title Richard A. Wojewoda, Chief, Records Mgmt Division	Date (mm/dd/yyyy) <b>29 Jan 2010</b>
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7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
350	<p style="text-align: center;">350 - Training</p> <p>Background The system is used by installation range control personnel and unit training officers to schedule and manage firing ranges and training areas</p> <p>Installation range organizations use the system to record and report munition expenditures An annual report is provided to the installation environmental office indicating all munitions expenditures by range and number of duds reported for each The installation environmental office keeps these records permanently Copies of munitions expenditure reports are kept for 3 years by the installation range organizations</p> <p>RN 350-19a Title Range Facility Management Support System (RFMSS) Master File Authority TBD PA TBD</p> <p>Description Reports of munition expenditures consist of the numbers and types of expended munitions, the range on which the munitions were expended, and the unit or other organization that expended the munitions</p> <p>Disposition K3 Keep until record is 3 years old, then delete</p>		