

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO <i>NI-338-87-4X</i>	DATE RECEIVED <i>12/16/88</i>
1 FROM (Agency or establishment) <u>Department of the Army</u>		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION <u>Stations</u>		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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			
4 NAME OF PERSON WITH WHOM TO CONFER <u>Walter J. Kras AS-OPS-MR (602) 538 7448</u> <u>Marvin H. Kabakoff</u>	5 TELEPHONE EXT <u>7-693-7216</u> <u>8-273-7216</u>	DATE <i>4/7/89</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
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 <u>2 Dec 88</u>	C SIGNATURE OF AGENCY REPRESENTATIVE ** <i>[Signature]</i> <u>Jay A. Raschke</u>	D TITLE <u>Chief, Policy and Management Division</u>
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)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>		

Justifying Memorandum for Standard Form 115 on Records of
Army Stations at NPRC

This is one of a series of Standard Forms 115 covering the records of specific echelons of U.S. Army field units located in the National Personnel Records Center (Military) that have been offered to the National Archives for possible accessioning as archival. This SF 115 pertains to records created by various types of U.S. Army Stations, between the early 1950's and the early 1960's. Dr. John Hatcher estimated the volume of these records to be some 27 cu. ft.; however, based on transmittal documents, the actual volume of permanent and unscheduled records appears closer to 65 cu. ft.

There are four basic types of stations covered by this schedule: research and experimental, communications, geographic, and personnel-related. The first category was perhaps the most important in terms of mission, and covers three Stations. The Yuma Test Station was established in 1951. Its mission was the support of research, development, engineering, and user-test programs of the Department of the Army by providing facilities and support for desert, hot weather, and other research and testing, and also by the operation, administration, service, and supply of a hospital, military police, reserve forces, and miscellaneous units. Various technical services, including, chemical, signal, ordnance, and engineering, had Desert Test Teams at Yuma Test Station in order to determine the operational suitability of equipment and materiel under adverse desert conditions. Yuma Test Station was redesignated Yuma Proving Ground in 1963. ✓

The mission of the Transportation Research and Development Station was to ensure, through research and development activities, that the Transportation Corps had the equipment and operating techniques adequate to support efficiently the Transportation Corps mission. The Station was subordinate to the Transportation Board and the Transportation Center.

The Waterways Experiment Station at Vicksburg was established in 1929 to do experimental studies on problems encountered throughout the Corps of Engineers in cases where model studies, laboratory tests, field tests, and analyses were applicable. It could also do work for other government agencies, foreign governments, and private agencies. Essentially, the Station provided research service to assemble, analyze, and disseminate experimental data of importance to the Corps of Engineers. It also maintained an extensive library and issued periodic bulletins. ✓

The various communications stations provided a variety of services within a given geographic area. They operated ACAN relay stations and provided cryptographic service for all branches of the Armed Forces and other authorized Federal agencies. They served as net control stations for all facilities comprising a Minor Relay Station, including responsibility for training operating personnel of associated teletype tributary stations. They also provided radio telegraph, facsimile, and teletype transmitting and receiving channels, and operated fixed signal equipment maintenance facilities. Some of these stations were later redesignated with titles of other echelons. For example, the Ft. Douglas Communication Station became the 6th Army Communications Operations Agency in 1962. ✓

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The geographic stations were actually installations. Several were covered, under different designations, in the SF 115 submitted recently on Army Installations; others, had they been listed on transmittal sheets under the designation on the records, would have been appraised with installations. For example, Augsburg Station was redesignated Augsburg Post in 1959; records printed with the latter name were retired as records of the former. Files from Cameron Station are sometimes printed with the designation Army Garrison, Cameron Station. It therefore would be more appropriate to place these geographic stations together with installations when the records are screened and arranged following the approval of this SF 115 and the one on installations.

The personnel-related stations performed all types of activities relating to personnel services, from recruiting, induction, and reception of new personnel for training, to shipping them overseas and receiving them from overseas. The courier transfer stations were involved with the military courier service. The listing of recruiting and induction stations on the attached list of stations is not complete; however, records from the other such stations consist mainly of personnel-type orders. In addition, records transmittal sheets could not be located for records from these unlisted stations.

Examples from each record series, with samples from each station creating that series, were examined intensively for this SF 115. The creating organization(s) is stated for each series described, with volume and date span for each, as well as for those series previously appraised as permanent. Most series were created by two or more stations. When the value of the series varies according to the creator, that variance is noted both in the description and in the disposition recommendations. Any ambiguity in the volume and date span of each series from each creator will be clarified when these records are screened, and then arranged, at NPRC, first by creating organization, and thereunder by series. When the arrangement is completed, a detailed box listing is compiled. Forms 6710A are then prepared for each series from each organization. These are sent to the appropriate custodial unit to prepare for the shipment of the records to Washington.

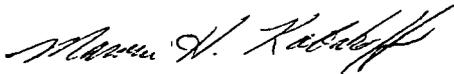
Some of the records described in this schedule are recommended for disposal 50 years from now. These records have no archival value but may contain data relevant to environmental pollution, and will continue to have legal and administrative value for the Army. The disposal date of 2036 gives these records a life span of approximately 80 years. This should be sufficient to determine whether any pollution exists at a given site.

The descriptions and disposition instructions for most series are self-explanatory. Following, however, are additional comments and explanations for particular series.

Item 3. General Correspondence. These files, generally arranged by War Department Decimal Filing System, are usually the core of an individual station's records. They document the various transactions that took place in a particular station and constitute a detailed record of day-to-day operations. They therefore usually contain a considerable amount of marginal and archivally valueless material. This is true for correspondence from the geographic and personnel stations. It is not

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the case, however, for the research and testing stations, since their day-to-day operations involved the testing and development of various types of military equipment. Correspondence from these stations contain a great deal of data on the Army's research and development program. Generally this information is in the 400 level of the Decimal File System, but it may also be found in other files; for the Transportation Station, much of the important R&D material is in the 500 level. In addition, other records also have archival value. These include site plans for the stations, which are generally located in the 600 level, and which may be the only copies extant. For Transportation and Yuma, records in the 100 and 200 levels (finance and personnel, respectively) have no archival value and may be destroyed. However, in the Vicksburg records, some of the files from those levels document claims containing data on floods and explosions, and therefore should be retained.



Marvin H. Kabakoff
Archivist
Military Operations Branch

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.

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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.

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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.

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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

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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.

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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.