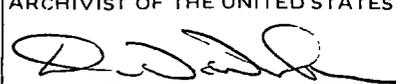


omw  
12/11/87

<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. N1-338-88-2 <i>R</i>	DATE RECEIVED 2/4/88
1 FROM (Agency or establishment) Department of the Army		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION HQ, U.S. Army Information Systems Command <del>Army Records Management Operations Office</del>		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
3 MINOR SUBDIVISION Deputy Chief of Staff for Operations (AS-OPS-MR) <del>Records Programs Division</del>			
4 NAME OF PERSON WITH WHOM TO CONFER Gary Elmestad	5 TELEPHONE EXT 7-693-7216 8-273-7216	DATE 1/28/88	ARCHIVIST OF THE UNITED STATES 

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 	D TITLE Army Information Retention Manager
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)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 ROTC Summer Camps. 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>		

*AW*  
*12/1/87*

Justifying Memorandum for Standard Form 115 on Records created by U.S. Army ROTC Summer Camps

This is one of a series of Standard Forms 115 relating to military organizational records located in the National Personnel Records Center/MPR that have been offered to the National Archives for possible accessioning as archival. This SF 115 pertains to records created by U.S. Army ROTC Summer Camps. Dr. Hatcher estimated the volume of these records to be 72 cu. ft. However, the actual volume appears to be closer to 12 cu. ft. There were some summer camp records listed in NPRC finding aids for which no records could be located. It is likely that most of these records are filed with records of the organizations with which these camps were administratively affiliated. Other records may have been destroyed according to Army regulations, or may have been appraised with records of a higher echelon, located in the same geographic area. The records date from approximately 1951 to 1962.

Army ROTC Summer Camps which created records held at NPRC include Fort Benning Infantry ROTC Summer Camp; Fort Benning Military Science ROTC Summer Camp; Fort Bliss ROTC Summer Camp; Fort Bragg ROTC Summer Camp; Fort Bragg Medical and Dental ROTC Summer Camp; Fort Campbell ROTC Summer Camp; Engineer ROTC Summer Camp, Camp Carson; Fort Gordon Signal Corps ROTC Summer Camp; Fort Hood ROTC Summer Camp; Fort Knox ROTC Summer Camp; Fort Leonard Wood Engineering ROTC Summer Camp; Fort Lee ROTC & ORC Summer Camp; Fort Lewis ROTC Summer Camp; Fort George G. Meade ROTC Summer Camp; Camp Pickett ROTC Summer Training Camp; ROTC Summer Camp, Army Medical Service School, Fort Sam Houston; and Fort Sill ROTC Summer Camp. Summer Camps were assigned the mission of training ROTC cadets in order to enhance the officer corps of the United States Army. The camps were organized prior to training cycles and dismantled after summer training was completed. The commander of a summer camp was tasked with staffing the camp with civilians and officer and noncommissioned officer cadre, along with securing adequate supplies and equipment which would allow the summer camp to function properly during a training cycle. Cadets were provided basic military training, along with advanced training in such specialized areas as infantry, artillery and engineering. The Medical and Dental ROTC Summer Camp cadets in addition to receiving basic military training, also received training in dentistry and medical practice.



Gary Elmesstad  
Archivist  
Military Operations Branch

### Army ROTC Summer Camps

Fort Benning Infantry ROTC Summer Camp, ca. 1951-57, 20 in.  
Fort Benning Military Science ROTC Summer Camp, ca. 1953-57, 14 in.  
Fort Bliss ROTC Summer Camp, ca. 1951-55, 6 in.  
Fort Bragg ROTC Summer Camp, ca. 1951-62, 14 in.  
Fort Bragg Medical and Dental ROTC Summer Camp, ca. 1951-58, 4 in.  
Fort Campbell ROTC Summer Camp, ca. 1954-1957, 3 in.  
Engineer ROTC Summer Camp, Camp Carson, 1953, 6 in.  
Fort Gordon ROTC Summer Camp, 1961, 1 in.  
Fort Hood ROTC Summer Camp, ca. 1951-57, 8 in.  
Fort Knox ROTC Summer Camp, ca. 1951-61, 4 in.  
Fort Leonard Wood Engineering ROTC Summer Camp, 1954, 2 in.  
Fort Lee ROTC & ORC Summer Camp, ca. 1951-61, 8 in.  
Fort Lewis ROTC Summer Camp, ca. 1952-60, 12 in.  
Fort George G. Meade ROTC Summer Camp, ca. 1953-55, 10 in.  
Camp Pickett ROTC Summer Training Camp, ca. 1954-61, 2 in.  
ROTC Summer Camp, Army Medical Service School, Fort Sam Houston, 1955, 2 in.  
Fort Sill ROTC Summer Camp, ca. 1951-57, 21 in.

The following series are included among the ROTC Summer Camp records at NPRC, but have not been described in this schedule because they have previously been appraised as permanent.

Camp Pickett ROTC Summer Training Camp

General Orders, 1954, 1 in.

Operations Planning Files, 1954, 1 in.

Fort Benning Infantry ROTC Summer Camp

General Orders, ca. 1951-53, 1 in.

Unit History, ca. 1952-57, 1 in.

Fort Benning Military Science ROTC Summer Camp

General Orders, 1955, 1 in.

Organization Planning Files, ca. 1956-57, 1 in.

Fort Bliss ROTC Summer Camp

Newspaper Files, 1954, 1 in.

Fort Bragg Medical and Dental Service ROTC Summer Camp

General Orders, ca. 1951-54, 1 in.

Unit History, ca. 1951-58, 14 in.

Fort Gordon Signal Corps ROTC Summer Camp

General Orders, 1961, 1 in.

Fort Hood ROTC Summer Camp

Newspaper Files, ca. 1951-54, 2 in.

Organization Planning Files, 1956, 1 in.

Unit History, ca. 1951-57, 5 in.

Fort Knox ROTC Summer Camp

General Orders, ca. 1951-61, 4 in.

Fort Lee ROTC & ORC Summer Camp

Newspaper Files, ca. 1951-54, 2 in.

Operations Planning Files, ca. 1951-56, 1 in.

Fort Lewis ROTC Summer Camp

General Orders, ca. 1952-60, 2 in.

Unit History, 1953, 1 in.

Fort George G. Meade ROTC Summer Camp

General Orders, ca. 1953-54, 1 in.

Organization Planning Files, ca. 1953-54, 2 in.

Procedural Standardization Files, ca. 1955-56, 1 in.

Unit History, ca. 1955-56, 1 in.

Fort Sill ROTC Summer Camps

General Orders, ca. 1951-53, 2 in.

Unit History, ca. 1951-52, 3 in.  
Regulations, ca. 1953, 1 in.

Items in this schedule

1. General Correspondence
2. Bulletins
3. Circulars
4. Command Staff Notes
5. Letters
6. Memorandums
7. Reports
8. Year Books

1. General Correspondence, ca. 1953-54, 15 in. EAR 345-220-18D

Correspondence from Camp Carson Engineer ROTC Summer Camp, arranged by War Department Decimal File System, relates to Supervisors Daily Performance Records, Organizational Time and Attendance Reports, early summer camp release information, standard operating procedures for Commanding General's Orientation for ROTC units, information with regard to furnishing officer efficiency reports, along with other routine information. Fort Benning Military Science ROTC Summer Camp files contain information on such routine matters as the proper wearing of a military cap, instructions for completing memorandum forms, correspondence between summer camp commanders and college professors and information regarding VIP visits to the camp. Fort Benning Infantry ROTC Summer Camp files contain routine correspondence from cadets requesting special duty, along with correspondence from commanders to cadet families. Material from Fort Lewis ROTC Summer Camp consists of an index of administrative memorandums including camp regulations, intelligence training memorandums and cadet processing information. It is similar to a Camp Report.

a. Fort Lewis ROTC Summer Camp index of administrative memorandums.

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

b. All other records.

Destroy immediately upon approval of this schedule.

2. Bulletins, ca. 1951-56, 11 in. 227-01B

Numbered issuances from Fort George G. Meade ROTC Summer Camp, Fort Benning Infantry ROTC Summer Camp; Fort Benning Military Science ROTC Summer Camp; Fort Bragg and Fort Sill Summer Camps; Engineer ROTC Summer Camp, Camp Carson; ROTC Summer Camp, Army Medical Service School, Fort Sam Houston and Fort Lee ROTC & ORC Summer Camps used to convey official information of an advisory, informative of directive nature. These bulletins which contain duty officer information, athletic program information and housekeeping information, along with the numbered intelligence bulletins (for training purposes only), from Fort Bliss ROTC Summer Camp are routine in nature.

Destroy immediately upon approval of this schedule.

3. Circulars, ca. 1951-1961, 2 in. 227-01

Publications, routine in nature, from Fort Lee ROTC & ORC Summer Camp and Fort Bliss ROTC Summer Camp regarding scheduled swimming meets, and other athletic events being held to determine camp champions.

Destroy immediately upon approval of this schedule.

4. Command and Staff Notes, ca. 1954-55, 1 in.

The purpose of these notes from Fort George G. Meade ROTC Summer Camp was to assist the next adjutant in the performance of his duties, and to acquaint him with the various facets of the job. Contained therein are reports and memorandums regarding the operation of an ROTC Summer Camp. The information contained in these notes is also found in the Camp Consolidated Report.

Destroy immediately upon approval of this schedule.

5. Letters, ca. 1954, 1 in.

Routine letters from Fort George G. Meade ROTC Summer Camp relative to ammunition, food, personnel, and other requirements.

Destroy immediately upon approval of this schedule.

6. Memorandums, ca. 1951-60, 23 in. 227-01B

Routine training issuances (some numbered, some unnumbered), from Fort George G. Meade; Fort Bragg; Fort Campbell; Fort Lewis; Fort Sill; and Fort Bliss ROTC Summer Camps regarding special orders for guard duty, basic training information, cadet processing information, efficiency reports, uniform regulations, cadet officer commissions and other routine subjects. Numbered issuances from Fort Benning Infantry ROTC Summer Camp; Fort Benning Military Science ROTC Summer Camp and ROTC Summer Camp, Army Medical Service School, Fort Sam Houston used for a variety of purposes, from announcing minor policy instructions similar to those contained in regulations, to prescribing common administrative procedures. Fort Leonard Wood Engineering ROTC Summer Camp memorandums contain complete information about the camp and are similar to a Camp Report.

a. Memorandums from Fort Leonard Wood Engineering ROTC Summer Camp.

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

b. All other records.

Destroy immediately upon approval of this schedule.

7. Reports, ca. 1953-62, 37 in.

Fort Campbell; Fort Lewis; Fort George G. Meade; Fort Sill; Fort Bragg Medical and Dental ROTC Summer Camp; Fort Bragg General Military Science ROTC Summer Camp; Fort Lee ROTC & ORC Summer Camp; Fort Benning Infantry ROTC Summer Camp and Fort Benning General Military Science ROTC Summer Camp numbered Camp Reports, Consolidated Reports, Final Reports, with annexes or appendices and Summaries of Operations with sections. These contain General Orders, Special Orders, memorandums, bulletins, and other documents which have been combined to form what are, in effect, unit histories and

comprehensive standard operating procedures. Specific data contained in the Reports cover every aspect of the planning, organizing, operating and dismantling of an ROTC Summer Camp. Included are cadet processing procedures, regulations, camp strength information, and information pertaining to planned activities such as sports events, physical qualifications tests, firing range qualifications and other requirements, such as the securing of cadre and supplies. Summer Camp Reports from camps such as Fort Bragg Medical and Dental Service ROTC Summer Camp contain medical and dental training information.

a. Numbered Camp Reports, Consolidated Reports, Final Reports with annexes or appendices and Summaries of Operations with sections.

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

b. All other records.

Destroy immediately upon approval of this schedule.

8. Yearbooks, ca. 1953, 1 in.

Official record of Fort Sill Summer Camp of 1953. The yearbook contains information on official and unofficial events that took place during camp.

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