

Request for Record Disposition Authority

(See Instructions on reverse)

Leave Blank (NARA Use Only)

To National Archives and Records Administration (NIR) 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

Job Number NI-A4-10-19	
Date Received 2/24/10	
Notification to Agency 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 10 JAN 11	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 (no) required is attached has been requested

Signature of Agency Representative 	Title Richard A. Wojewoda, Chief, Records Mgmt Division	Date (mm/dd/yyyy) 02/25/2010
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7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
1	<p style="text-align: center;">525 – Military Operations</p> <p>Background These records concern Army requirements for weather service information such as forecasting, surface and upper air observations, and scientific and climatological services of the Air Weather Service</p> <p>Title Meteorological Measuring Set (MMS) Master File Authority TBD PA TBD</p> <p>Description Weather service information used to support field artillery units, consisting of observation and recording of upper air meteorological conditions, such as temperature, relative humidity, atmospheric pressure, and wind speed and direction Included are completed data collecting forms and recording forms, summaries, monthly meteorological data tabulations, and similar information</p> <p>Disposition K2 Keep until no longer needed for conducting business, but not longer than 2 years, then delete</p> <p>Note Use record number (RN) 25-1kkk for source input records, RN 25-1lll for automated system administrative outputs and reports, RN 25-1mmm for automated system documentation and specification files, and RN-1nnn for backup files</p>		