Request for Records Disposition Authority (See Instructions on reverse)	Leave Blank (NARA Use Only)

To **National Archives and Records Administration (NIR)** Washington, DC 20408	Job Number NI-A4-10-18
1 From (Agency or establishment) Department of the Army	Date Received 2/24/10
2 Major Subdivision Office of the Administrative Assistant to the Secretary of the Army	**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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10
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	Date 17 NOV 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 _____I_____ 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

[x] is not required	[ ] is attached	[ ] has been requested

Signature of Agency Representative	Title Richard A Wojewoda, Chief, Records Mgmt Division	Date (mm/dd/yyyy) 01/23/10

7 Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
	381 - Military Intelligence		
	Background An information system created to monitor, evaluate, and administer intelligence oversight programs, matters relating to subversion espionage, and counter-intelligence activities		
1	RN 381-209, Title Counterintelligence and Human Intelligence Automated Reporting and Collection System (CHARCS) Master File Authority TBD PA TBD - system contains Privacy data		
	Description Information in the system consists of the results of military intelligence collections, investigations, operations, and screenings Includes human intelligence reports and forms, imagery files, biometrics data, and digital and audio files, results of physical search and surveillance data, name, social security number, gender, rank, pay grade, DoD component, service branch, primary military occupational specialty (PMOS), military occupational specialty (MOS), unit identification code (UIC), major subordinate command, unit and theater location, arrival date and flight, departure date and flight, and similar information		
	Disposition T10 Keep until the record is 10 years old, then delete		
	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		