

**REQUEST FOR RECORDS DISPOSAL AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO <b>NCI-AU-83-40</b>	
DATE RECEIVED <b>2/14/83</b>	
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<b>WITHDRAWN</b>	
Date	Archivist of the United States

TO **GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1 FROM (AGENCY OR ESTABLISHMENT)

Department of the Army

2 MAJOR SUBDIVISION

The Adjutant General's Office

3 MINOR SUBDIVISION

Records Management Division

4 NAME OF PERSON WITH WHOM TO CONFER

Gerre Turney

5 TEL EXT

325-6044

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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

**A Request for immediate disposal.**

**B Request for disposal after a specified period of time or request for permanent retention.**

C DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E TITLE
1 July 1983		Archivist of the Army

7 ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1	<p>General court-martial files. (FN 404-02). Trial records of general courts-martial, military commissions, and courts of inquiry. They originate at the various court-martial jurisdiction in the continental United States and overseas commands. Included are--a. Original records of the trial which are sent to TJAG as prescribed in the Manual for Courts-Martial, United States, 1969; b. copies of charge sheets and related papers; c. reviews by staff judge advocates; d. court-martial orders; e. decisions of appellate agencies; and f. similar papers kept by the court-martial jurisdiction.</p> <p>DISPOSITION: OTJAG: Permanent. Retire 2 years after completion of appellate processing.</p> <p>Office of Staff Judge Advocate of general court-martial jurisdiction: Destroy retained copy of record or trial and related papers after notification of completion of final action in OTJAG. Except when case has been sent to Court of Military Appeals for action and accused has been kept in the general court-martial jurisdiction, destruction will be accomplished after notification of final action by Court of Military Appeals. Before destruction, the staff judge advocate review, court-martial orders, and decisions or appellate agencies will be withdrawn and kept in CFA for 3 years and then destroyed.</p>		

**Request for Records Disposition Authority – Continuation**

JOB NO

PAGE OF  
2 2

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) - - - - -	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p><u>RATIONALE:</u> These files relate to development of procedures for and the administration of military justice and the trial by court-martial of military personnel subject to the court-martial jurisdiction of the Army. The organizational location of these records is the Office of the Judge Advocate General,; they are arranged alphabetically and by court-martial number. Justification for these permanent records--Title 10 USC 801-840 (Uniform Code of Military Justice) Contain records of legal and historical value. Files will be offered to the National Archives 20 years after creation. Estimated volume on hand is 858 linear ft with an anticipated increase of 307 linear ft. Request approval for permanent retention under the permanent files review program.</p>		