REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See instructions on reverse)

LEAVE BLANK (NARA use only)

JOB NUMBER N1-AU-94-33

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

DATE RECEIVED 7-7-94

1 FROM (Agency or establishment)
U S ARMY

NOTIFICATION TO AGENCY

2 MAJOR SUBDIVISION
HQ, US ARMY INFORMATION SYSTEMS COMMAND

3 MINOR SUBDIVISION
INFORMATION REQUIREMENTS DIVISION, DCSOPS

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

4 NAME OF PERSON WITH WHOM TO CONFER
KANDY LIGHT (ASOP-MP)

5 TELEPHONE
(602) 538-8414

DATE 12-6-94

Acting ARCHIVIST OF THE UNITED STATES
Andy Huskamp Peterson

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 ___ 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; or ___ has been requested.

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
28 June 94	JAY A. RASCHKE	CHIEF, INFORMATION REQUIREMENTS DIVISION

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	BACKGROUND AR 210-50, Housing Management, requires records to be maintained on the management and operation of the Army's family, unaccompanied personnel, and guest housing programs Presently, there are no recordkeeping guidelines within AR 25-400-2, (MARKS) for leased unaccompanied personnel housing Therefore, the proponent of AR 210-50, has approved the proposed recommendation to create file number 210-50c, Leased bachelor housing FN 210-50c Title Leased bachelor housing Privacy Act Not Applicable Description Documents accumulated in the process of providing adequate housing for eligible personnel assigned to U S Army Recruiting Command activities where no Army installation with quarters is within 1-hour rush-hour commuting distance or where no other U S military installation exists within 1-hour commuting distance Included are USARE Form 884, Request for Leased Copy sent to Agency 12/13/94		

115-109

NSN 7540-00-634-4064
PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV 3-91)
Prescribed by NARA
36 CFR 1228

REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION	JOB NUMBER	PAGE OF

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	Housing Action, USAREC Form 886, Statement of Understanding for Acceptance of Government-Leased Housing, USAREC Form 885, Transmittal of Request for Leasing Housing, USAREC FL 156, Request to District Engineer for Leased Unaccompanied Personnel Housing, negotiated lease and subsequent amendments, documents assigning/terminating quarters for occupants, documentation of termination/reinstatement of BAQ, as applicable, documentation of all changes of occupancy, copy of applicable restoration cost transactions and final disposition, Joint Survey and Inspection of Condition of Government-leased Property (ENG Form 3143) or comparable document, DD Form 1354, Transfer and Acceptance of Military Real Property, records of all battalion inspections of the leased unit, and other pertinent papers Disposition Destroy 3 years after termination of lease		