

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

2 items

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 Center

3. MINOR SUBDIVISION

Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

Mr C. A. Burgess

5. TEL. EXT.

693-1938

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED MAY 6 1976	JOB NO. NCI-AU-76-23
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 "with-drawn" in column 10.	
(Date)	Archivist of the United States

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

5/3/76
[Signature]
S. J. POMRENZE, Chief, Records Management Division, TAGCEN

Date

(Signature of Agency Representative)

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p><u>Evaluation Reporting Systems Files (712-07)</u></p> <p>Documents relating to present and past evaluation systems, proposals and decisions supporting policies and appraisal procedures, feedback on the systems, and operation, control, and administration of the systems. Included are documents on past and present systems that support Officer and Enlisted Efficiency/Evaluation Report forms and similar or related papers.</p> <p>a. MILPERCEN: Destroy in CFA 20 years after supersession of the related system.</p> <p>b. Contributing Offices: Destroy after 2 years.</p>		

Copy to Agency 7-28-76 00

Background

The Military Personnel Evaluation Division of MILPERCEN is tasked with Army-wide responsibility for planning and conducting continuous research in the development of improved personnel evaluation systems.

Established policies, procedures, and guidelines for this material are reflected in AR 623-1 and MILPERCEN Regulation 10-5.

Presently there are no provisions for the identification and disposition of this file series in AR 340-18-7. Approval of this request will provide for both maintenance and disposition and will enable MILPERCEN to meet their objective with maximum efficiency.