

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

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

R. S. Christian

5. TEL. EXT.

693-1937

6. CERTIFICATE OF AGENCY REPRESENTATIVE

LEAVE BLANK	
DATE RECEIVED OCT 19 1976	JOB NO. NC 1-101-77-11
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 5 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

S. J. Pomrenze
S. J. POMRENZE

Chief, Records Management Division

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.	<u>International standardization files.</u> (FN 1307-01) Documents relating to policy and general management of the International Research and Development and standardization programs, which due to their general nature cannot be maintained as an integral part of the files maintained below. Offices performing Army-wide or major command-wide responsibility: Permanent. Cut off upon completion of next International Working Group Conference (normally 12-18 months from previous meeting) retire 1 year after cutoff. Other offices: Destroy when no longer needed for reference.		WITHDRAWN
2.	<u>International Conference and working group files.</u> (FN 1307-02) These conferences and working groups are those related to: NATO, SEATO, CENTO, ABCA, ASCC, ABCA Navy, and TTCP. Documents relating to the work of international conferences, working groups, committees, panels, including the monitoring and coordination of cooperative Research and Development and standardization activities. Included are agenda, minutes of meetings, communications reflecting coordination actions, membership, travel, notification of appointments and related papers.		WITHDRAWN

13 Items

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>Offices performing Army-wide or major command-wide responsibility: Cut off on completion of standardization action and destroy after 1 year in CFA. International documents will be destroyed or transferred to office of origin. Other offices: Destroy on completion of standardization action.</p>		
3.	<p><u>ABCA Standardization List Files.</u> (FN 1307-05) Documents including equipment development policies or statements and material requirements statements on projects or items reflecting formal coordination on which two or more of the ABCA Armies are prepared to devote cooperative efforts (including research) toward standardization or those projects where Armies foresee no standardization requirements, but are interested in receiving information on the project involved. Included are information exchange lists and communications directly related to the lists. Offices performing Army-wide or major command-wide responsibility: Retire U.S. correspondence 3 years after completion of project and destroy after 5 years in RHA. International documents will be destroyed or returned to originating Army. Commenting Offices: Destroy on Completion of standardization action.</p>		<p>WITHDRAWN</p>
4.	<p><u>International equipment loan files.</u> (FN 1307-15) Documents relating to the arrangement and action taken in exchange or loan of equipment for test and evaluation. Included are requests for loans, requests for extension of time, test reports, loan report files and related papers. Office responsible for authorizing the loan: U.S. correspondence: Retire 3 years after termination of loan agreement in CFA. Destroy after 5 years. Other offices: Destroy after 3 years.</p>		<p>WITHDRAWN</p>
5.	<p><u>International military standardization agreement files.</u> (FN 1302-19) Standardization agreements are NATO (STANAGS); SEATO (SEASTAGS); CENTO (STANAGS); ABCA (QSTAGS); ASCC (ASCC Air Standards); ABCA Navy (ABCA Navy Standards). Documents accumulated are coordination actions on proposed standards, communications relating to the standards, approvals and copies of approved agreement.</p>		<p>WITHDRAWN</p>

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>Offices responsible for final Army approval of the standardization agreement: Office of the Army member of the Responsible Working Party/Group; and commenting offices: destroy on supersession or cancellation.</p>		
6.	<p><u>Development sharing program files.</u> (FN 1307-21) Documents accumulated from the U.S. Army-Canadian development sharing program, involving Canadian participation in the U.S. Army development projects originating in Canada. Included are correspondence or other papers exchanging information about project developmental projects, proposals to participate in developmental projects and similar documents. Offices performing Army-wide staff responsibility: U.S. Correspondence: Retire 3 years after termination of project in the CFA. Destroy after 5 years. Other offices: Destroy after 3 years.</p>		<p>WITHDRAWN</p>
7.	<p><u>Mutual Weapons Development Data Exchange Agreement (MWDDEA) Files.</u> (FN 1307-22) Record copies of exchange agreements, documents providing technical assistance such as information, test equipment and test assistance; visits made, correspondence containing information about projects and similar documents. Office performing Army-wide staff responsibility: Retire after 3 years in CFA and destroy after 20 years. Other offices: Destroy after 3 years.</p>		<p>WITHDRAWN</p>
8.	<p><u>Mutual Weapons Development Data Exchange Agreement (MWDDEA) report files.</u> (FN 1307-23) MWDDEA progress reports and directly related papers reflecting for each data exchange agreement visits made, documentary information furnished, information received, lists of items furnished under technical assistance and comparable data. Office performing Army-wide staff responsibility: Retire after 3 years in CFA and destroy after 20 years. Other offices: Destroy after 3 years.</p>		<p>WITHDRAWN</p>

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
9.	<p><u>Cooperative R&D Files.</u> (FN 1307-27) Documents relating to the several U.S. Bilateral Cooperative R&D Programs. Included are correspondence or other papers exchanging information about the program and/or projects under the program, proposals for projects, funds relating to the program and/or projects and similar documents. Offices performing Army-wide staff responsibility: Retire U.S. Correspondence 3 years after termination of project and destroy after 5 years in RHA. Other offices: Destroy after 3 years.</p>		WITHDRAWN
10.	<p><u>Standardization groups liaison files.</u> (FN 1307-28) Documents and correspondence transmitted between Headquarters, DARCOM and the Standardization Groups, which cannot be filed elsewhere under specific title, and which pertain to liaison matters, staffing, security matters, personnel matters (not official 201 files) organization, strength, visits of Group personnel, and similar matters. Offices performing Army-wide staff responsibility: Permanent. Retire after 3 years. Other offices: Destroy after 2 years.</p>		WITHDRAWN
11.	<p><u>International Professional (Scientists and Engineers) Exchange Program Files.</u> (FN 1307-29) Documents relating to foreign professionals (scientists and engineers) assigned to U.S. Army activities for one year. Includes correspondence, applications and credentials of exchange scientists, quarterly reports on the work of exchange professionals. Office performing Army-wide staff responsibility: Retire after 3 years and destroy after 20 years. Other offices: Retire after 3 years in CFA and destroy after 5 years.</p>		WITHDRAWN
12.	<p><u>Materiel Status Office Operation Files.</u> (FN 1303-02) Documents relating to responsibilities, procedures, decisions and actions, and associated activities related to the acquisition and management of items of materiel, including off-the-shelf equipment for the US Army. Arrange chronologically by type (AR 70-2 and 71-6). Materiel Status Office is designated as the office of record. Permanent. Retire after 2 years in CFA.</p>		WITHDRAWN

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
13.	<p><u>R&D Project Items Files.</u> (FN 1303-03) Case or items files consisting of papers relating to the establishment, revision, or termination of projects; the assignment of type designators (model number); type classification; and comparable matters. Arrange by project or item number, or by nomenclature, or chronologically. Materiel Status Office is designated as the office of record. Permanent. Retire after 2 years in CFA.</p>		<p>WITHDRAWN</p>