

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(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. Bonnell

5. TEL EXT
693-1939

LEAVE BLANK	
JOB NO	NCI Au 78 10
DATE RECEIVED	20 DEC 1977
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Date	Withdrawn Archivist of the United States

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 2 Dec 77	D. SIGNATURE OF AGENCY REPRESENTATIVE  GUY B. OLDAKER	E. TITLE Chief, Records Management Division
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p align="center">(File No. 1302-07)</p> <p>Unfunded Study Files. Documents accumulated in providing information for use in, and exchange for copies of, studies conducted and funded by civilian concerns as a part of their defense oriented research and development programs. Included are study assistance requests or applications, coordinating actions, policy agreements governing the release of information, copies of studies and evaluations thereto, and related documents.</p> <p>Offices at headquarters of developing agencies and offices of the sponsoring installations: Permanent.</p> <p>Monitoring offices at DARCOM headquarters: Destroy after 6 years. Cut off on completion or cancellation of study.</p> <p>Other offices: Destroy after 2 years.</p> <p>Volume of permanent files is 2 cubic feet. Annual accumulation is 4 inches. Files will be offered to National Archives 20 years after creation. Arrangement is chronological by study. Files are believed to have permanent value at the level indicated because of historical and legal considerations.</p>		6 ITEMS

Closed Out: 4-7-80 JE

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
2.	<p><u>Qualitative Requirement Information (QRI) Files.</u> (File Number 1302-09) Documents relating to the preparation, coordination, and issue of QRI guides or comparable publications containing guidance on program operations and compilations or research and development problems or QRIs for which solutions are wanted. Included are coordinating actions on proposed guides, record copies of the guides, forms or other communications containing individual problems, and related documents.</p> <p>Office responsible for preparing the guides: Destroy after 2 years.</p> <p>Other offices: Published guides: Destroy when superseded, obsolete, or no longer needed for reference. Other documents: Destroy after 2 years.</p>		
3.	<p><u>QRI Activity Reporting Files.</u> ^{(FN 1302-14) RB} Documents created in reporting QRI program activity, such as the number of concerns registered in the program, the number of contracts made by registered concerns, number of unsolicited proposals received, and similar statistical data. Included are activity reports and papers directly related to them.</p> <p>Destroy after 2 years.</p> <p>The records series described in this request accumulate in connection with Army programs to provide interchange of technical information between the Department of the Army and the scientific, academic and industrial community. The requiring directive is Army Regulation 70-35 (copy attached). The proponent is the Industry Liaison Office, US Army Materiel Development and Readiness Command.</p>		