

REQUEST FOR RECORDS DISPOSITION AUTHORITY
 (See Instructions on reverse)

Rec. 5/12/79

LEAVE BLANK

JOB NO
 NCI-AU-79-53

DATE RECEIVED
 17 MAY 1979
 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

6-13-79 *James E. O'Neil*
 Date *Acting* 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
 John Roach

5. TEL. EXT
 693-1938

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 1 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 <i>20 APR 1979</i> <i>1 May 79</i>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Carroll G. Oldaker</i> Guy B. Oldaker	E. TITLE Chief, Records Management Division
--	--	--

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	Intellectual Property Clause Deviation Files. FN 409-03 Documents relating to requests for, and approval or disapproval of, deviation from those standard procurement contract clauses which pertain to inventions, patents, copyrights, trademarks, data, or similar intellectual property required by regulation to be included in the contract. Included are documents used to support and justify such requests, such as memoranda of the facts respecting the proposed contract and prospective contractor, and of precedent and policy pertinent to the particular case. Documents accumulated by contracting officers administering contracts will be filled with the related contract.		
a.	Offices performing Army-wide staff responsibility: Destroy 10 years after approval or disapproval of deviation.		
b.	Office of headquarters or major commands: Destroy on supersession or obsolescence.		
c.	Other offices: Destroy after 6 years, except that documents filed with related contacts will be destroyed therewith.		

3 items

115-107 *sent to NMA Agency 6-15-79*