

REQUEST FOR RECORDS DISPOSITION AUTHORITY
 (See Instructions on reverse)

4/28/81

LEAVE BLANK	
JOB NO NC1-AU-81-69	
DATE RECEIVED August 25, 1981	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	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	9-9-81 <i>Edward Weldon</i> 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 G. Vos

5. TEL. EXT.

325-6044

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 13 Aug 81	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Guy B. Oldaker</i>	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>MILITARY PERSONNEL ASSIGNMENT FILES (FN 714-02, AR 340-18-7). Documents related to assigning specific officers, warrant officers, and enlisted personnel to their places and/or types of duty. Included are requisitions, nominations, applications and preference statements of individuals; assignment orders or instructions; deferments, delays or restrictions (like sole surviving son or conscientious objectors); terminations or extensions thereof, and related documents.</p> <p>DISPOSITION: a. Destroy 1 year after transfer or separation of individual.</p> <p>b. US Army Military Personnel Center: Destroy after 3 years in current files area.</p> <p><u>Background:</u> The basic standard for these records (destroy 1 year after transfer/separation) has already been scheduled and approved by NARS (NC1-AU-80-41). This SF 115 is submitted to request an exception to permit the Military Personnel Center to retain their records on requests for</p>	NC1-AU-80-41	

Cont'd. *Z Khan*

RG 338 334

Mem Date Sheet and amend #195

*Closed Out: 10-8-81: R.T.D.
 Copy to All FRCs, Agency & NARS*

Request for Records Disposition Authority - Continuation

JOB NO.

PAGE OF

2 of 2

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>reassignment, deletion, or deferment of Army members based on chronic illnesses of their dependents. The Military Personnel Center is the office that acts upon such requests; the files are maintained on a by-name basis in individual case folders, and there is no existing mechanism for determination of just when the individual soldier has been transferred or separated. The Military Personnel Center requires retention of these records for 3 years in order to insure that repeat requests by the same individual are not granted within the three year period.</p> <p>These records will be maintained strictly in the current files area from cut-off until destruction; they will not enter the Federal Records Center system.</p>		