

NNS

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO

NCL-AU-82-21

DATE RECEIVED April 16, 1982

~~MARCH 18, 1982~~

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the disposal request including amendments is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

5-11-82 *[Signature]*
Date 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
Ms. Gerre Turney

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: 8 Apr 1982
D SIGNATURE OF AGENCY REPRESENTATIVE: *[Signature]*
E TITLE: Chief, Records Management Division

GUY B. OLDAKER

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1	<p>Master Development Plan Files (FN 1517-11)</p> <p>Documents pertaining to the administration and development of project land and water areas consisting of the master plan, full scale maps, and related papers.</p> <p>Office of the Chief of Engineers (OCE): Permanent. Offer NARS in 5 year blocks when 20-25 years old.</p> <p>Records are arranged alphabetically by name of project and accumulate at an annual rate of 2 feet.</p>		
2	<p>Reservoir Regulation Files (FN 1514-12)</p> <p>Manuals, reports, plans, and other documents pertaining to the operations and management of Corps reservoirs and such related subjects as erosion and flood control.</p> <p>Note: These files when maintained by field offices are considered project operations and maintenance files.</p> <p>OCE: Permanent. Offer NARS in 5 year blocks when 20-25 years old.</p>		3 items

Army copy sent 6/14/82 #82-15

Request for Records Disposition Authority - Continuation		JOB NO	PAGE OF
7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
3	<p>Records are arranged alphabetically by name of project and accumulate at an annual rate of 1 foot.</p> <p>Annual Report Files (FN 1524-07)</p> <p>Printed annual reports of the Chief of Engineers, with related changes, revisions, and amendments, pertaining to Corps activities and accomplishments during the year in question.</p> <p>a. OCE: Permanent. Offer NARS in 5 year blocks when 20-25 years old.</p> <p>b. Field Offices: Destroy when no longer needed for reference.</p> <p>Permanent records are arranged chronologically by year and accumulate at an annual rate of 6 inches.</p>		