

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO NC1-127-25-1	DATE RECEIVED 8-1-85
1 FROM (Agency or establishment) x Records of the U.S. Marine Corps		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE EXT	DATE 12-9-85	ARCHIVIST OF THE UNITED STATES <i>Francis A. Burns</i>
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, and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE	C SIGNATURE OF AGENCY REPRESENTATIVE	D TITLE
29 July 85	J. L. ADAMS <i>JL Adams</i>	Director, Naval Records and Information Management Department

7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
	<p>This submission covers the general administrative files of several Marine Corps commands whose records are currently stored at the Fort Worth NAC.</p> <p><u>Administrative Files (1946-1958)</u></p> <p>Letters received and copies of letters sent, memorandums, printed orders and directives, pay and promotion records, routine reports, records of routine training assignments, and related documents files under categories A, F, H, J, L, M, N, P and X of the Navy filing manual. Topics covered by the material include reports of recreation committees, directives regarding uniform requirements, reserve training orders, minor disciplinary actions, etc. The records consist almost exclusively of printed or mimeographed orders and copies of memos forwarded to higher levels in the organization. Many of the commands are reserve units and much of the correspondence concerns reserve training assignments and related topics.</p> <p>Commands are located as follows:</p> <p><u>LeJeune, NC</u> Commanding Officer, Second Force Service Regiment, Fleet Marine Force (Accession 127-60A0197) Headquarters, 11th Tractor Battalion (Accession 127-00-3174) Headquarters, 2nd Signal Battalion (Accession 127-00-4219) Headquarters, 8th Communication Battalion (Accession 127-00-7904)</p>		12 items

Request for Records Disposition Authority - Continuation

JOB NO

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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
	<p>Headquarters, 8th Tank Battalion (Accession 127-00-8108)</p> <p>Headquarters, 1st 105MM Howitzer Battalion (Accession 127-00-3163)</p> <p><u>Dallas, TX</u> Headquarters, 5th 105MM Howitzer Battalion (Accession 127-61-0027 and 127-61-0028)</p> <p><u>Albany, GA</u> Marine Corps Supply Center, Adjutant Branch (Accession 127-00-7770 and 127-00-7039)</p> <p><u>Bermuda, WI</u> Commanding Officer, Marine Barracks, Naval Station Bermuda (Accession 127-00-7732)</p> <p><u>Newfoundland</u> Commanding Officer, Marine Barracks, Naval Station Newfoundland (Accession 127-00-7763)</p> <p><u>RECOMMENDATION:</u> Dispose immediately.</p>		