

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)
Office of the Secretary of Defense

2 MAJOR SUBDIVISION,
Washington Headquarters Services

3 MINOR SUBDIVISION
Records Management Division

4 NAME OF PERSON WITH WHOM TO CONFER

J. E. Haines

5. TEL EXT

695-0970

LEAVE BLANK

JOB NO

NCI-330-79-1

DATE RECEIVED

7-26-79

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

9-5-79 *James E. O'Neil*
Date *acting* 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 20 Jul 79	D. SIGNATURE OF AGENCY REPRESENTATIVE James S. Nash <i>James S. Nash</i>	E TITLE Records Administrator	
7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)		9 SAMPLE OR JOB NO
Addition 102-18	<p>to Chapter 100 - OSD AI No. 15 - Administration</p> <p>Congressional Correspondence</p> <p>a. Correspondence of a routine non-policy nature with no historical value. Congressional inquiries originated by Armed Forces personnel, the public or members of Congress, which are forwarded to OSD for reply. Examples include: letters regarding CHAMPUS benefits for dependents, rejections for military service, requests for information about commissary privileges for retirees and retirement benefit programs, physician pay bonus program eligibility and public inquiries as to how and where military equipment can be purchased, discrimination complaints, and public inquiries on Defense spending.</p> <p>Transfer to WNRC when 1 year old. Destroy when 7 years old.</p> <p>b. Correspondence of a substantial nature with historical significance. Congressional inquiries originated by Armed Forces personnel, the public or members of Congress, which are forwarded to OSD for reply. They are primarily originated by Congress and pertain to substantial policy issues such as: plans, objectives or responsibilities. Example include: letters between</p> <p>(Continued next page)</p>		<p>10. ACTION TAKEN</p> <p>2 ITEMS</p>

*Copy to
Agency New
NAM*

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
Cont'd	<p>102-18 - <u>Congressional Correspondence</u></p> <p>YBK gmb 7/26/79</p> <p>Congress and the Secretary of Defense outlining the appropriations history of the B-1 bomber project, NATO programs, Defense Department ADP programs, incidents such as the Mayaguez seizure, intelligence operations, war reserves, and Defense contract awards <i>and important investigations.</i></p> <p>Permanent. Transfer to WNRC one year after close of the case. Make available <i>offer</i> to NARS when 20 years old.</p>		