

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		DO NOT WRITE IN THESE AREAS SAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>71-AU-86-52</i>	
1 FROM (Agency or establishment) U. S. Army		DATE RECEIVED <i>2-19-2004</i>	
2 MAJOR SUBDIVISION U S Army Human Resources Command		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION Records Management Division		In accordance with the provisions of 44 U S C 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
4 NAME OF PERSON WITH WHOM TO CONFER Betty S Burton	5 TELEPHONE (703) 806-4388	DATE <i>1-12-05</i>	ARCHIVIST OF THE UNITED STATES <i>J. W. Paul</i>

6. AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached _____ 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE <i>4 Feb 04</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> JOHN A. SHARRETT-SULLIVAN	TITLE Chief, Records Management Division
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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p>Research Medical Volunteer Registry</p> <p>Background The Research Medical Volunteer Registry was scheduled in Feb 87 under NARA Job Number N1-AU-86-52 with a disposition of destroy after 65 years. AR 70-25 - Use of Volunteers as Subjects of Research, reflects the present legal requirements pertaining to the use of humans as research subjects funded by research, development, test, and evaluation appropriations</p> <p>The USA Medical Research and Materiel Command, Ft Detrick, MD, has requested the retention period be changed from 65 years to 75 years. Since 1997, it has been the practice of the Office of Regulatory Compliance and Quality to consent volunteers into studies informing them that the Volunteer Registry information will be retained for 75 years. This practice was signed into policy on Dec 5, 2001. In order to change this practice and this policy to 65 years, thousands of volunteers would need to be reconseented to both closed and on-going studies. It is the Office of Regulatory Compliance and Quality's request that the retention of Volunteer Registry information be extended to 75 years in accordance with their current policy and practice. The 75-year retention is contained in their local regulation MRMC 70-25 which states "For each human subject enrolled in a research protocol conducted at a USAMRDC laboratory, a Volunteer Registry Data Sheet is to be completed. The information is stored. for a minimum of 75 years." The proponent, Office of The Surgeon General, concurs with this increased retention.</p> <p>The proposed disposition instructions on this SF 115 apply to records in all media and formats</p> <p><i>cc Agency DR NARA</i></p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION

JOB NUMBER

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1	<p>FN: 70-25a Title: Research medical volunteer registry PA: A0070-45DASG Description: Information contained in a registry pertaining to personal demographic data on individuals participating in medical research. Included are name, SSN, sex, date of birth, and similar information. Disposition: T75. Keep in CFA until no longer needed for conducting business, then retire to RHA/AEA. The RHA/AEA will destroy record when the record is 75 years old.</p>	N1-AU-86-52	
2	<p>"ELECTRONIC COPIES CREATED ON ELECTRONIC MAIL AND ELECTRONIC INPUT RECORDS (WORD PROCESSING, FORM FILLER SOFTWARE) WILL BE DELETED AFTER RECORD KEEPING COPY HAS BEEN PRODUCED AND WHEN NO LONGER NEEDED FOR REFERENCE, UPDATING, REVISION, OR DISSEMINATION."</p> <p>↑</p> <p>- PER CONVERSATION VIA EMAIL WITH BETTY BURTON ON 25 MAY 2004.</p>		