

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-AU-94-33</i>	DATE RECEIVED <i>7-7-94</i>
1 FROM (Agency or establishment) U S ARMY		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION HQ, US ARMY INFORMATION SYSTEMS COMMAND		In accordance with the provisions of 44 USC 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3 MINOR SUBDIVISION INFORMATION REQUIREMENTS DIVISION, DCSOPS			
4 NAME OF PERSON WITH WHOM TO CONFER KANDY LIGHT (ASOP-MP)	5 TELEPHONE (602) 538-8414	DATE <i>12-6-94</i>	ARCHIVIST OF THE UNITED STATES <i>Geoffrey H. Peterson</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>28 June 94</i>	SIGNATURE OF AGENCY REPRESENTATIVE JAY A. RASCHKE 	TITLE CHIEF, INFORMATION REQUIREMENTS DIVISION
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ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
7	<p>BACKGROUND AR 210-50, Housing Management, requires records to be maintained on the management and operation of the Army's family, unaccompanied personnel, and guest housing programs Presently, there are no recordkeeping guidelines within AR 25-400-2, (MARKS) for leased unaccompanied personnel housing Therefore, the proponent of AR 210-50, has approved the proposed recommendation to create file number 210-50c, Leased bachelor housing</p> <p>FN 210-50c Title Leased bachelor housing Privacy Act Not Applicable Description Documents accumulated in the process of providing adequate housing for eligible personnel assigned to U S Army Recruiting Command activities where no Army installation with quarters is within 1-hour rush-hour commuting distance or where no other U S military installation exists within 1-hour commuting distance Included are USARE Form 884, Request for Leased</p> <p><i>Copy sent to Agency 12/13/94</i></p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION		JOB NUMBER	PAGE OF
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p>Housing Action, USAREC Form 886, Statement of Understanding for Acceptance of Government-Leased Housing, USAREC Form 885, Transmittal of Request for Leasing Housing, USAREC FL 156, Request to District Engineer for Leased Unaccompanied Personnel Housing, negotiated lease and subsequent amendments, documents assigning/terminating quarters for occupants, documentation of termination/reinstatement of BAQ, as applicable, documentation of all changes of occupancy, copy of applicable restoration cost transactions and final disposition, Joint Survey and Inspection of Condition of Government-leased Property (ENG Form 3143) or comparable document, DD Form 1354, Transfer and Acceptance of Military Real Property, records of all battalion inspections of the leased unit, and other pertinent papers</p> <p>Disposition Destroy 3 years after termination of lease</p>		

**RECOMMENDATION TO THE ARCHIVIST ON RECORDS
DISPOSITION REQUEST**

JOB NUMBER
N1-AU-94-33

ITEM COUNT
1

SUMMARY

The Department of the Army has submitted this Request For Records Disposition Authority adding one new item, Leased Bachelor Housing (210-50c), in its AR 25-400-2 (MARKS). The records relate to housing provided for unaccompanied personnel near Army installations and consist of various Army and DD forms, copies of lease agreements, etcetera. Army has proposed a temporary disposition for these records, to be destroyed 3 years after the termination of the lease. The records are routine and facilitative in nature and clearly lack long-term value. I have discussed this job with Elaine Everly (NN-E).

RECOMMENDATION

- 1. APPROVED FOR DISPOSAL The records described under all items of the schedule, except those that may be listed in blocks 2, 3, and 4 of this section, are disposable because they do not, or will not after the lapse of the period specified, have sufficient administrative, legal, research, or other value to warrant their continued preservation by the Government.
- 2. APPROVED FOR PERMANENT RETENTION. The records described under the following item or items have been appraised by the National Archives and Records Administration (NARA) and are determined to have sufficient historical or other value to warrant their continued preservation by the United States Government. The agency will offer these records to the National Archives as specified.
- 3. DISPOSITION NOT APPROVED. The records described under the following item or items are not approved for disposition.
- 4. WITHDRAWN. The records described under the following item or items have been withdrawn at the request of the agency and/or NARA.

FEDERAL REGISTER NOTICE

Not Required. Required - Publication Date: 10/5/94
 Copies Requested: 0
 Comments Received: 0

SIGNATURES

	TITLE	SIGNATURE	DATE
APPRAISAL	APPRAISER	<i>James F. Cotter</i>	11/22/94
	DIRECTOR, RECORDS APPRAISAL AND DISPOSITION DIVISION	<i>John Walker</i>	11/22/94
CONCURRENCES	NTT	<i>Meredith Phillips</i>	11/28/94
	NN-W	<i>Elaine C. Everly</i>	11/29/94