

Rec'd NCD 18 Jul 78 H4

REQUEST FOR RECORDS DISPOSITION AUTHORITY  
(See Instructions on reverse)

LEAVE BLANK
JOB NO NCD 18 Jul 78 111
DATE RECEIVED JUL 19 1978
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10
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  
OFFICE OF THE ADJUTANT GENERAL

3. MINOR SUBDIVISION  
RECORDS MANAGEMENT DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
P. Burnam

5. TEL. EXT.  
693-1937

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 5 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 12 Jul 78	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Guy B. Oldaker</i>	E. TITLE Chief, Records Management Division
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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
1.	AR 340-18-15, Maintenance and Disposition of Facilities Files. Files descriptions and dispositions contained in the attached 4 pages relate to facilities files accumulated in the Army.		
2.	Request approval of permanent retention.		
3.	The files covered by this disposition request are believed to possess sufficient value to warrant permanent retention. They were selected from a large number of currently unscheduled files. Assisting this Division in making this selection were representatives of the Records Disposition and Military Archives Divisions, National Archives and Records Service.		

Cancelled - This job has been superseded by NCI-46-83-5. All supporting papers have been transferred to this job  
gn 1/10/83

*KW*  
only 1504-02

BACKGROUND INFORMATION FOR PERMANENT RETENTION OF A FILE SERIES

<p>1. AR <u>340-18-15</u> FILE NUMBER, DESCRIPTION, AND DISPOSITION</p>	<p><u>1504-02</u> Real property title files. Files accumulated by The Judge Advocate General documenting the acquisition, management, and disposition of Government real property. Included are abstracts of title, assurances, contracts, deeds, delegations of authority, disposal documents, maps easements leases, legislative actions, licenses, permits, declarations of taking, exclusive orders opinions of The Attorney General, and related materials.</p> <p>Permanent. Cut off when no longer required for current operations.</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>Office of the Chief of Engineers</p>
<p>3. CURRENT VOLUME.</p>	<p>3500, Linear Feet</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>2 Linear Feet</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>Alphabetical by State</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>These records may contain data which is of administrative and informational value.</p>
<p>7. REASON RECORDS ACCUMULATE (ARs, etc)</p>	
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives 20 years after cut off.</p>
<p>9. ADDITIONAL REMARKS.</p>	

BACKGROUND INFORMATION FOR PERMANENT RETENTION OF A FILE SERIES

<p>1. AR 340-18- <u>15</u> FILE NUMBER, DESCRIPTION, AND DISPOSITION</p>	<p><u>1504-10</u> Real property summary files. Real property grant listings; real estate lease listings; space occupancy listings; summaries of outgrants, leases, and rent-free space; agriculture outgrant summaries; similar documents; related correspondence; and reports.</p> <p>30 June agriculture outgrant summaries in OCE: Destroy 3 years after completion of presidential requirements.</p> <p>Other 30 June summaries and 30 June listings in OCE: Permanent. Retire after 5 years.</p> <p>Other files in all other offices: Destroy on supersession.</p> <p style="font-size: 2em; font-family: cursive;">Withdrawn</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>Office of the Chief of Engineers</p>
<p>3. CURRENT VOLUME.</p>	<p>18 Linear Feet</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>3 Linear Feet</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>Alpha</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>These records may contain data which is of administrative and informational value.</p>
<p>7. REASON RECORDS ACCUMULATE (ARs, etc)</p>	<p>AR 405 Series</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives 20 years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	

BACKGROUND INFORMATION FOR PERMANENT RETENTION OF A FILE SERIES

<p>1. AR 340-18-<u>15</u> FILE NUMBER, DESCRIPTION, AND DISPOSITION</p>	<p><u>1515-12</u> Project authorization files. Documents describing work to be performed, cost limitations, and authorizing funds for obligation. Included are design and construction directives issued by OCE to engineer field offices with directly related papers. <i>Note.</i> Copies of directives maintained in field offices will be filed in the appropriate functional file.</p> <p>OCE: Permanent. Cut off on issuance of directive covering final cost.</p> <p style="font-size: 2em; text-align: center;">Withdrawn</p>
<p>2. ORGANIZATIONAL LOCATION.</p>	<p>Office of the Chief of Engineers</p>
<p>3. CURRENT VOLUME.</p>	<p>150 Linear Feet</p>
<p>4. ANTICIPATED ANNUAL INCREASE.</p>	<p>16 Linear Feet</p>
<p>5. ARRANGEMENT (ALPHA, NUMERIC, CHRONO).</p>	<p>Alpha</p>
<p>6. JUSTIFICATION FOR PERMANENT RECORDS.</p>	<p>These records may contain data which is of administrative and informational value.</p>
<p>7. REASON RECORDS ACCUMULATE (ARS, etc)</p>	<p>AR 415 Series</p>
<p>8. RECORDS WILL BE OFFERED.</p>	<p>The permanent files described above will be offered to the National archives 20 years after creation.</p>
<p>9. ADDITIONAL REMARKS.</p>	