

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NCI-AU-84-27
DATE RECEIVED	3/26/84
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
3-28-84 <i>Date</i>	<i>[Signature]</i> <i>Archivist of the United States</i>

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
John G. Vos

5 TEL EXT
325-0440

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 _____ 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 22 MAR 1984	D SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	E TITLE JOHN HENRY HATCHER, Ph.D. Archivist of the Army
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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.	<p>File # 707-05, Privilege Card Application Files, AR 340-18</p> <p><u>Description:</u> Documents reflecting applications for privilege cards. Included are DD Forms 1172 (Application for Uniformed Services Identification and Privilege Card) and related documents.</p> <p><u>Disposition:</u> Destroy when no longer needed for current operations.</p> <p><u>Remarks:</u> This request is to change the disposition of this record series from "Destroy after 3 years; however, application files for which cards have not been issued will be destroyed after 1 year" to the disposition shown above. There has been some turbulence in the periods for which such cards are valid, and will continue to be further turbulence. Information from the Army in the field indicates that the requested disposition shown above would better serve the best interests of the Army. In some cases, there are many retirees and their dependents who return to renew their identification cards at the required time periods; requiring them to make several trips and provide copies of the same documentation at each renewal period works a hardship and inconvenience. Maintaining the completed application as indicated above would alleviate this, and assist in investigations for misuse of identification cards.</p>		

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4

#84-26 Mass Data change sheet Not Needed

4/2/84

APPRAISAL REPORT ON RECORDS DISPOSITION REQUEST

JOB NUMBER
NCL-AU-84-27

SECTION I - ACTION TAKEN

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 have sufficient value for purposes of historical or other research, functional documentation, or the protection of individual rights to warrant permanent retention by the Federal Government

GENERAL ACCOUNTING OFFICE CONCURRENCE IS NOT NECESSARY IS NECESSARY AND HAS BEEN OBTAINED

2. **APPROVED FOR PERMANENT RETENTION** The records described under the following item or items have been appraised by the National Archives and Records Service (NARS) and are designated for permanent retention by the Federal Government. The agency will offer these records to NARS as specified in the schedule.

3. **DISPOSITION NOT APPROVED** The records described under the following item or items are not approved for disposition. See Section III of this form for explanation

4. **WITHDRAWN** The records described under the following item or items have been withdrawn at the request of the agency

SECTION II - RECOMMENDATION/CONCURRENCES

	TITLE	SIGNATURE	DATE
APPRAISAL	APPRAISER	<i>Gene Neal</i>	3/27/84
	DIRECTOR, RECORDS DISPOSITION DIVISION	<i>Raymond A. Bradley</i>	3/27/84
CONCURRENCES			

SECTION III - APPRAISER'S COMMENTS

This job merely changes the retention period of records already approved for disposal which pertain to applications for ID cards by military retirees, military dependents, and others. The changes desired by Army appear reasonable, and, therefore, we should approve this job. NNM concurrence is not required.