

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO <b>NC1-330-76-2</b>	
DATE RECEIVED <b>SEP 10 1976</b>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<b>3-21-77</b> <small>Date</small>	<i>James B. Rhoads</i> <small>Archivist of the United States</small>

*45 items* *330*

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  
**Deputy Assistant Secretary for Administration**

3. MINOR SUBDIVISION  
**Records Management Branch**

4. NAME OF PERSON WITH WHOM TO CONFER <b>James S. Nash</b>	5. TEL EXT <b>OX5-0970</b>
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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 11 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 <i>7 Sep 76</i>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>James S. Nash</i>	E. TITLE <b>Records Administrator</b>
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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
	Chapter 4 (enclosed) describes the files of the General Counsel of the Office of the Secretary of Defense. This records disposal schedule will replace the current version pertaining to legal records. It is one of 15 chapters now under preparation with a target completion date of December 1976.		
	<i>Offer all permanent records to NARS when 25 years old, unless otherwise indicated.</i>		

*sent to agency and NCW - 3/27/77 JOP*