

SECRET
(When Filled In)

12-0

RECORDS RETIREMENT REQUEST				ASSIGNED BY RECORDS CENTER	
Submit original and 4 copies to Records Center. Two copies will be returned to the originating office. Additional copies may be prepared as indicated by your RAO.				JOB NO. 73-B-193	
				For Reference Service on Records Transferred to Storage Complete Form 490 and Refer to Above Job Number.	
PART I (TO BE COMPLETED BY THE RECORDS CUSTODIAN)					
TO: CHIEF, ARCHIVES AND RECORDS CENTER	FROM: DDS&T <small>(Office)</small>	DIVISION OSA			
	BRANCH AMS	SECTION			
APPLICATION IS MADE FOR RETIREMENT OF THE RECORDS DESCRIBED BELOW					
DESCRIPTION OF FILE SERIES (Use description in Records Control Schedule and inclusive dates.) IF NECESSARY TO LIST RECORDS, USE FORM NO. 140a, RECORDS SHELF LIST (Check appropriate box below.)					
<p>THESE FILES CONSIST OF PAPERS, DOCUMENTS, PERTAINING TO THE ASSIGNMENT, TRAINING, PROCESSING, TRAVEL, CONTRACTS, SERVICES, AND BENEFITS OF PERSONNEL INVOLVED IN SPECIAL OPERATIONAL ACTIVITIES OF OSA. THESE FILES ARE MAINTAINED ALPHABETICALLY BY NAME OF EMPLOYEE.</p>					
<input type="checkbox"/> SHELF LIST ATTACHED			<input type="checkbox"/> SHELF LIST INCLUDED IN TRANSFER		
CLASSIFICATION OF RECORDS TS=B			FILE EQUIPMENT OCCUPIED BY RECORDS <input type="checkbox"/> LETTER <input type="checkbox"/> OTHER (Specify) <input type="checkbox"/> LEGAL 2 NUMBER OF DRAWERS		
APPROXIMATE REFERENCE ACTIVITY PER MONTH					
LOCATION OF RECORDS					
BUILDING	ROOM	EXTENSION	DATE	SIGNATURE OF RECORDS CUSTODIAN	
	1D-08		20 SEPT 72	25X1	
PART II (TO BE COMPLETED BY THE RECORDS ADMINISTRATION OFFICER)					
TYPE OF MATERIAL					
<input type="checkbox"/> RECORD			<input checked="" type="checkbox"/> NON-RECORD		
RESTRICTIONS ON USE OF RECORDS (If no restrictions write "None")					
<p>TO BE OPENED BY D/OSA, AMS/OSA, PD/OSA DIVISIONS ONLY</p>					
DISPOSITION AUTHORIZATION					
CITE SCHEDULE OR AUTHORITY				SCHEDULED DESTRUCTION DATE	
93-67-3 ITEM 6(3) (A)				PERMANENT	
BUILDING	ROOM	EXTENSION	DATE		
	1D-08		20 SEPT 72	25X1	

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