

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

## **Schedule Number: NC1-AU-83-039**

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

### Description:

Item 1A is superseded by N1-AU-00-043 item 23

Item 1B is superseded by N1-AU-00-043 item 24

Date Reported: 2/12/2024

NC1-AU-83-039

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

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

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

325-6044

LEAVE BLANK

JOB NO

NCI-AU-83-39

DATE RECEIVED

7/14/83

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

8-3-83  
Date

Robert M. W...  
Archivist of the United States

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 1 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

6 Jul 83

D SIGNATURE OF AGENCY REPRESENTATIVE

*[Handwritten Signature]*

E TITLE

**JOHN HENRY HATCHER, Ph.D.**  
Archivist of the Army

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1	<p>Addition (new record series) to AR 340-18-14 and AR 340-2:</p> <p><u>Number:</u> 1416-39</p> <p><u>Title:</u> RELIEF FROM RESPONSIBILITY (LIABILITY ADMITTED) FILES.</p> <p><u>Description:</u> Retained unit copies of statements of charges or cash collection vouchers on property which has been lost, damaged, or destroyed, and for which liability is admitted by the responsible individual. Includes DD Form 1131, Cash Collection Voucher; DD Form 362, Statement of Charges; and similar forms and records. DOES NOT INCLUDE those copies of forms that support entries to the property book, which are filed under FN 1416-14.</p> <p><u>Disposition:</u> a. DD Form 1131: Destroy 3 months after completion of collection action. b. DD Form 362: Destroy 3 months after verification that all amounts have been collected from the soldier's pay.</p>		<p align="right"><i>[Handwritten Signature]</i></p>

*No more data charge required  
Agency sent 8-10-83 by DMW*