

**1200C 200-1c Hazardous material management files: Environmental Quality** (13)

PA:NA

Keep in CFA until NLN, TRF RHA.



071107380817041281

**1100B 37z Government Credit Card Certifying/Billing Officer's Accounts Files: Audits** (13)

PA:NA

Keep in CFA until NLN, TRF RHA.



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**700A 0-6: General Logistics, Equipment, Supplies and Property accountability** (13)

PA:NA

Destroy in CFA 6 years after turn-in or other complete accounting for the prope.

**800D 1-201c Command inspection program (SUBMACOM and below) - Office performing inspection: Administration** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**300B 190-11b Structural certifications: Military Police and Military Operations** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**300B 190-13d Physical security surveys and inspections: Military Police and Military Operations** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**300B 190-13g Physical security plans and programs: Military Police and Military Operations** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**800D 1a Office Records List: Administration and Housekeeping** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**800D 1c Office inspections and surveys: Administration and Housekeeping** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**800D 1oo Policies and precedents: Administration and Housekeeping** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**800D 1v1 Access controls - Appointment documents, access rosters, and local control procedures:** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**800D 1v2 Access controls - Key and lock control registers: Administration and Housekeeping** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**800D 1v3 Access controls - forms used to record entry into vaults or containers: Administration and Housekeeping** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**1200C 200 General environmental quality correspondence files: Environmental Quality** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**400B 25-50a Delegation of signature authority: Information Management, Military Publications** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**200D 30 General food program correspondence files: Field Organizations, Food Program, Clothing and Textiles material** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**200D 30-22a Cash receipts: Field Organizations, Food Program, Clothing and Textiles material** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

**200D 30-22aa Field ration accounts: Field Organizations, Food Program, Clothing and Textiles material** (13)

PA:NA

Keep until NLN, NTE 6 years, then destroy.

<p><b>200D 30-22b Menus files: Field Organizations, Food Program, Clothing and Textiles material</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>200D 30-22c Dining facility reviews: Field Organizations, Food Program, Clothing and Textiles material</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>200D 30-22d Dining facility operations: Field Organizations, Food Program, Clothing and Textiles material</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>200D 30-22dd Field menu files: Field Organizations, Food Program, Clothing and Textiles material</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>200D 30-22ee Field kitchen review files: Field Organizations, Food Program, Clothing and Textiles material</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>200D 30-22ff Field ration request, production, control sheet, and feeder report files: Field Organizations, Food</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>200D 30-22h Ration request, issue, delivery, and account status files: Field Organizations, Food Program, Clothing</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>200D 30-22i2 Food program reports - Other offices, brigade, division, installation, and MACOM food</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>200D 30-22j Food facility establishment files: Field Organizations, Food Program, Clothing and Textiles material</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>200D 30-22p TISA BDFA, price list, and adjustment files: Field Organizations, Food Program, Clothing and Textiles material</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>200D 30-22q TISA ALLFOODACT and management advisory messages: Field Organizations, Food Program,</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>900A 385-10c Safety awareness files</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>700A 700 General logistics correspondence files: General Logistics, Equipment, Supplies and Property accountability</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>700A 700-131a Equipment loans: General Logistics, Equipment, Supplies and Property accountability</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>700A 700-142a Materiel fielding files: General Logistics, Equipment, Supplies and Property accountability</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>700A 700-84a Personal property accounts (Clothing bag items): General Logistics, Equipment, Supplies and</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>1200B 71-32f Materiel allowances: Research Development, Force Development, Test Evaluations, Explosives</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>1200B 71-32h Supply or equipment authorizations: Research Development, Force Development, Test Evaluations, Explosives</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>700A 710 General inventory management correspondence files: General Logistics, Equipment, Supplies and Property</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>700A 710-2a Property book and supporting documents: General Logistics, Equipment, Supplies and Property accountability</b> (13)  <i>PA:NA</i>  Keep until NLN, NTE 6 years, then destroy.</p>

<p><b>700A 710-2aa Unit training equipment issues and turn-ins: General Logistics, Equipment, Supplies and Property accountability</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>700A 710-2b Document registers - Office conducting inspection: General Logistics, Equipment, Supplies and</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>700A 710-2c Hand receipts: General Logistics, Equipment, Supplies and Property accountability</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>700A 710-2d Property record inspection and inventory reports: General Logistics, Equipment, Supplies and</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>700A 710-2e Property officer designations: General Logistics, Equipment, Supplies and Property accountability</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>700A 710-2f Personal property accounting files (Organization property): General Logistics, Equipment,</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>700A 710-2g4 Soldier issue files - Personal clothing: Unit: Reserve Components: General Logistics, Equipment,</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>700A 710-2u Administrative adjustment reports: General Logistics, Equipment, Supplies and Property accountability</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>700A 715d Procurement registers: General Logistics, Equipment, Supplies and Property accountability</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>700A 715j1 Small purchases and modifications - other than environmental issues: General Logistics, Equipment,</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>700A 725 General requisition and issue of supplies and equipment correspondence files: General Logistics,</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>700A 725-50b1 Requisition suspense and status files: General Logistics, Equipment, Supplies and Property accountability</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>700A 735 General property accountability correspondence: General Logistics, Equipment, Supplies and Property accountability</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>700A 735-5a Stock inventory and reconciliations: General Logistics, Equipment, Supplies and Property accountability</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>700A 735-5c Property accounting deviations: General Logistics, Equipment, Supplies and Property accountability</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>700A 735-5e Property accountability transfers: General Logistics, Equipment, Supplies and Property accountability</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>700A 735-5r1 Financial Liability Investigation of Property Loss files - files involving pecuniary liability: General</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>700A 735-5r2 Financial Liability Investigation of Property Loss files - other than pecuniary liability files: General</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>
<p><b>700A 735-5s Financial liability investigation of property loss control register files: General Logistics, Equipment,</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>	<p><b>700A 735-5t1 Relief from responsibility (liability admitted) files - DD Form 1131: General Logistics, Equipment,</b> (13)</p> <p><i>PA:NA</i></p> <p>Keep until NLN, NTE 6 years, then destroy.</p>

**700A 735-5t2 Relief from responsibility (liability admitted) files - DD Form 362: General Logistics, Equipment,** (13)

*PA:NA*

Keep until NLN, NTE 6 years, then destroy.

**700A 750-8a Maintenance Requests: General Logistics, Equipment, Supplies and Property accountability** (13)

*PA:NA*

Keep until NLN, NTE 6 years, then destroy.

**800D General Administration: Administration and Housekeeping** (13)

*PA:NA*

Keep until NLN, NTE 6 years, then destroy.

**600A Promotion Eligibility Rosters (2): Active Duty Personnel** (13)

*PA:NA*

Keep until NLN, NTE 6 years, then destroy.

**700A 750-43a TMDE Calibration Data: General Logistics, Equipment, Supplies and Property accountability** (13)

*PA:NA*

Keep until NLN, NTE 6 years, then destroy.

**600A Enlisted Promotions: Active Duty Personnel** (13)

*PA:NA*

Keep until NLN, NTE 6 years, then destroy.

**600A Promotion Eligibility Rosters: Active Duty Personnel** (13)

*PA:NA*

Keep until NLN, NTE 6 years, then destroy.