NETPDTC DEPARTMENTAL RECORDS INVENTORY

DEPARTMENT: _____ DIVISION/OFFICE: _____ DATE PREPARED: _____ INVENTORY CONDUCTED BY: _____

SERIES #	SERIES TITLE	DESCRIPTION	LOCATION	CUTOFF	VOLUME	DISPOSITION AUTHORITY
SAMPLE SAMPLE	SAMPLE SAMPLE SAMPLE	SAMPLE SAMPLE SAMPLE SAMPLE	SAMPLE SAMPLE SAMPLE	SAMPLE SAMPLE SAMPLE	SAMPLE SAMPLE SAMPLE	SAMPLE SAMPLE SAMPLE SAMPLE
1560	VOL ED	General Correspondence Records - New London	2434/101B	1-Jan-04	<1 Inch	SECNAVINST 5212.5D/1560/1/ Destroy when 2 years old