DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON RHEINLAND-PFALZ
UNIT 23152
APO AE 09067-3152

AMIM-RPG-ZB

02 AUG 2021

MEMORANDUM FOR HQ Installation Management Command, ATTN: G1/Mr. Benjamin Henderson, Joint Base San Antonio Fort Sam Houston, Texas 78234

SUBJECT: United States Army Garrison Rheinland-Pfalz Records Holding Area Closure

1. References:

a. Office of Management and Budget directive (Managing Government Records), 24 August 2012

b. OMB NARA Memo M-19-21, dated 28 Jun 2019

c. SECARMY Memo Transition to Electronic Records Management, 30 Nov 2020

d. IMCOM OPORD 21-014 Modernization of Installation Management Command Records Management Program, dated 16 Dec 2020

2. United States Army Garrison Rheinland-Pfalz (USAG-RP) Records Holding Area (RHA) closed on 1 January 2021 in accordance to IMCOM OPORD 21-014. United States Army Europe and Africa (USAREUR-AF) requested that the RHA continue to receive additional records until 31 March 2021 and this extension was granted.

3. Although, the USAG-RP Records Program is no longer accepting records, the facility will continue to be used as a staging area for the records holding function until:

a. 22,000 boxes of records are destroyed. This will be accomplished via contract as the RHA does not have adequate shredding capabilities to complete this task.

b. 2,002 permanent records are prepared and shipped to Continental United States based Federal Records Centers.

4. As a multi-functional operation, the USAG-RP records program has the permanent requirement to maintain and supply publications and forms for all of USAREUR, CENTCOM and the ASA-Black Sea region. In addition, USAG-RP will continue to maintain 3000+ boxes of local national personnel and environmental records that must be maintained in the region and will continue to transition to electronic records management to build and sustain Army Records Information Management System (ARIMS) requirements for the foreseeable future.

5. Point of contact for this memo is Scott Hamilton, email scott.c.hamilton4.civ@mail.mil or DSN 541-1006/484-6890.

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