



SERIES 1500 – ASD(NUCLEAR, CHEMICAL & BIOLOGICAL)

SERIES TITLE ASSISTANT SECRETARY OF DEFENSE FOR NUCLEAR, CHEMICAL & BIOLOGICAL (ASD(NCB)) DEFENSE PROGRAM FILES

SERIES DESCRIPTION: Records described in this series relate to DoD efforts in preparing for, deterring, and mitigating current and future weapons of mass destruction (WMD) threats. Includes, but is not limited to, the functions of ASD(NCB):

- Development of policies, advice and recommendations on chemical, biological, radiological and nuclear (CBRN) weapons;
- CBRN medical and non-medical defense
- Safety, surety, security and safe destruction of chemical weapon stockpiles;
- CBRN arms control activities; and
- Related plans and programs.

SERIES APPLIES TO THE FOLLOWING ORGANIZATIONS: File Numbers within the 1500 Series reflect the mission of the Assistant to the Secretary of Defense for Nuclear, Chemical and Biological Defense (ASD(NCB)).

RECORDS CATEGORY: 1501 – RESERVED

RECORDS CATEGORY: 1502

CATEGORY TITLE: Assistant Secretary of Defense for Nuclear, Chemical & Biological Defense (ASD(NCB)) Immediate Office

CATEGORY DESCRIPTION: Files pertaining to the Immediate Office of the Assistant to the Secretary of Defense for Nuclear, Chemical & Biological Defense and/or Nuclear Weapons Council Standing Committee.

FILE NUMBER: 1502-01

FILE TITLE: Immediate Office Files

FILE DESCRIPTION: DoD atomic energy policy on such matters as military information disclosure, movement of atomic devices, disclosures to foreign governments, accidents, and safety. Advice to the Secretary of Defense, studies, analyses, evaluations, and appraisal of the DoD Nuclear Weapons Development Guidance annual report. Exchange of atomic energy information and advice to the Senate and House Armed Services Committees.

DISPOSITION: Permanent. Cut off when obsolete or superseded. Transfer to NARA 50 years after cutoff.

AUTHORITY: NC1-330-76-003, item 1502-01

PRIVACY ACT: Not Applicable



OSD Records Disposition Schedules

FILE NUMBER: 1502-02

FILE TITLE: Military Liaison Committee (through 1986) and Nuclear Weapons Council (NWC) and Nuclear Weapons Council Standing Committee (NWCSC) (1986-present)

FILE DESCRIPTION: Committee charter, membership, and minutes of meetings. Correspondence with the Department of Energy (DoE) and the Department of Defense on atomic energy matters concerning the military. Studies, evaluations, advice to the Department of Defense related to military applications of atomic weapons or energy.

DISPOSITION: Permanent. Cut off when obsolete or superseded. Transfer to NARA 50 years after cutoff.

AUTHORITY: NC1-330-76-003, item 1502-02

PRIVACY ACT: Not Applicable

RECORDS CATEGORY: 1503

CATEGORY TITLE: Chemical Defense

CATEGORY DESCRIPTION: Files pertaining to the Office of the Deputy Assistant Secretary of Defense for NCB (Chemical Matters).

FILE NUMBER: 1503-01 – RESERVED

FILE NUMBER: 1503-02

FILE TITLE: Chemical Warfare Files

FILE DESCRIPTION: Policies and guidance governing DoD planning and program development on all chemical matters, suggestions, for change, preparation, and interpretations.

DISPOSITION: Permanent. Cut off annually. Transfer to NARA 30 years after cutoff.

AUTHORITY: N1-330-87-002, item 1

PRIVACY ACT: Not Applicable

FILE NUMBER: 1503-03 RESERVED

FILE NUMBER: 1503-04

FILE TITLE: Studies, Tests, Projects Files

FILE DESCRIPTION: Copies of documents relating to the design, development, and testing of systems and concepts, technical reports, research papers, project documents, technical and scientific data, manuscripts and analyses.

DISPOSITION: Permanent. Cut off annually. Transfer to NARA in 5-year blocks 25 years after cutoff.

AUTHORITY: N1-330-87-002, item 2

PRIVACY ACT: Not Applicable

FILE NUMBER: 1503-05 RESERVED

FILE NUMBER: 1503-06

FILE TITLE: Legislative Affairs Files

FILE DESCRIPTION: Documents on the legislative programs in the area of chemical matters; letters to and from congressional committees or individual members, monitoring of individual programs, coordinating congressional requirements.

Current as of 31 January 2024



OSD Records Disposition Schedules

DISPOSITION: Permanent. Cut off annually. Transfer to NARA in 5-year blocks 25 years after cutoff.

AUTHORITY: N1-330-87-002, item 3

PRIVACY ACT: Not Applicable

FILE NUMBER: 1503-07

FILE TITLE: National Affairs Files

FILE DESCRIPTION: Documents on the exchange of information and advice on chemical matters with other United States Government (USG) Agencies or activities, related correspondence, and copies of agreements.

DISPOSITION: Permanent. Cut off annually. Transfer to NARA in 5-year blocks 25 years after cutoff.

AUTHORITY: N1-330-87-002, item 4

PRIVACY ACT: Not Applicable

FILE NUMBER: 1503-08

FILE TITLE: International Affairs Files

FILE DESCRIPTION: Documents on the exchange of information and advice on chemical matters with foreign allies, related correspondence, and copies of agreements.

DISPOSITION: Permanent. Cut off annually. Transfer to NARA in 5-year blocks 25 years after cutoff.

AUTHORITY: N1-330-87-002, item 5

PRIVACY ACT: Not Applicable