

Headquarters  
U.S. Army Armor Center and Fort Knox  
Fort Knox, Kentucky 40121-5200  
27 March 1998

\*Fort Knox Reg 70-1

Research, Development, and Acquisition

USAARMC DOCUMENTS CONTROL PROGRAM

**Summary.** This regulation establishes policies and assigns responsibilities for the collection and bibliographic control of locally produced studies, reports, and other documents at Fort Knox.

**Applicability.** This regulation does the following:

a. Applies to all organizational elements of the Armor Center and School, their contractors and grantees.

b. Includes but is not limited to the following classified and unclassified materials, regardless of medium:

(1) White papers, information papers, briefing slides, executive summaries, and conference reports.

(2) Programs of Instruction (POI) with amendments and changes.

(3) Materials related to doctrine, training, combat developments, force planning, budget decisions, equipment requirements, and other subjects worth preserving.

c. The Fort Knox Document Control Center (DCC) is the U.S. Army Armor School Library (ATSB-OPL) located in Harris Hall, Building 2368, Old Ironsides Avenue.

**Suggested Improvements.** The proponent of this regulation is the Office of the Director of the Armor School. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Commanding General, USAARMS, ATTN: ATSB-OPL, Chief Librarian, Fort Knox, Kentucky 40121-5200.

1. Reference for this regulation is AR 70-45, 1 January 1984, Scientific and Technical Information Program.

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\*This regulation supersedes USAARMC Regulation 70-1, 24 May 1993

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2. Responsibilities.

a. Each organizational element of the Armor Center and School performing studies and research shall do the following:

(1) Contact the Armor School Librarian before destroying or transferring materials as outlined above.

(2) Assign an individual within the organization responsible for this program.

(3) Establish and enforce local controls requiring that two legible copies of each document be transmitted to the Armor School Library.

b. The Chief Librarian will determine the suitability of materials for addition to the collection per criteria listed above.

c. The Armor School Library will do the following:

(1) Bring qualified documentation under bibliographic control providing access through catalogs, accession lists, bibliographies, and guides.

(2) Forward qualified materials to the Defense Technical Information Center (DTIC) per AR 70-45.

FOR THE COMMANDER:



ROBERT L. BROOKS  
Director, Information Management

OFFICIAL:  
WILLIAM E. MARSHALL  
Colonel, GS  
Chief of Staff

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A plus  
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CF:  
Deputy Commanding General, USAARMC