

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		DO NOT WRITE IN THESE SPACES (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER 71-334-02-1	DATE RECEIVED 11-29-01
1. FROM (Agency or establishment) Army and Air Force Exchange Service (AAFES)		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION NAF		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Financial Management & Accounting Directorate			
4. NAME OF PERSON WITH WHOM TO CONFER Margaret Cole Records Management Officer colem@aafes.com	5. TELEPHONE (214) 312-3118	DATE 2-18-02	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>

6. AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE 19Nov 01	SIGNATURE OF AGENCY REPRESENTATIVE <i>Margaret Cole</i>	TITLE Margaret Cole Records Management Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	704-15 INDIVIDUAL RETIREMENT FILES Records (including card index) maintained for each employee, including active, terminated, retired and deceased, containing information on Qualified Domestic Relations Order, individual retirement benefits, annuity payment schedules and payments made. Arranged by social security number. Imaged documents, electronic copies created on electronic mail and word processing systems will be deleted after record keeping copy has been produced and no longer needed for reference, updating, revision or dissemination. Temporary. Cut off at close of fiscal year following termination of AAFES involvement. Maintain as CFA. Destroy 6 years after cutoff.	NN-171-124, Item 6	

*Record Keeping copy: Media Neutral
agency concurrence
tcw 12/20/01*

Agency, NARA, NR