

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER N1-341-00-01	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML) WASHINGTON, DC 20408		DATE RECEIVED 9-5-00	
1. FROM (Agency or establishment) Department of the Air Force		NOTIFICATION TO AGENCY 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 Adisposition not approved or Awithdrawn in column 10.	
2. MAJOR SUBDIVISION HQ Communications & Information Center			
3. MINOR SUBDIVISION Corporate Information Division			
4. NAME OF PERSON WITH WHOM TO CONFER Cheryl D. Gumaer	5. TELEPHONE 703-558-6198	DATE 3-20-01	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</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 <u>1</u> 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, <input type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
<i>30 Aug 00</i>	SIGNATURE OF AGENCY REPRESENTATIVE Cheryl D. Gumaer. <i>Cheryl D. Gumaer</i>	TITLE Air Force Records Manager	
7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)

Record Group 341, Records of Headquarters, U.S. Air Force (Air Staff)

WNRC Project (Supplemental): This schedule provides one-time disposition authority for records stored at the WNRC.

SEE ATTACHED PAGES FOR SERIES DESCRIPTION/ DISPOSITION

Agency, NWML, NWML

1. **Intelligence Reference Records.** This series consists of printed or processed materials accumulated by any organization level as reference file or for intelligence purposes. The series includes but is not limited to information copies of finished intelligence reports at the originating activity, target jackets (dossiers, and target information sheets (TIS). The form of the material indicates that other national intelligence agencies and United States allies produced some of it directly after WW II. The records are generally arranged numerically by category number and country. Insignificant, duplicative, or non-intelligence reference records may be disposed of during processing.

Justification: These records are of enduring informational value because of their age, subject matter, and international significance.

Supercedes RDS/14/3/6 (unscheduled) for this schedule only.

Disposition: PERMANENT. Transfer to the National Archives in 2001.

WNRC Accession numbers: See attached list.

2. **Fiscal Analysis Records.** Correspondence, reports, certifications of payment, and other documents relating to expenditures, funds accountability forms, and claims settlements related to Air Force use of Defense Department contingencies funds, covering the years from 1960 through 1974. Includes files on compensation for accidental damage to property and death or injuries to civilians in Laos from "short round incidents;" costs related to overseas or international operations in Berlin, the Dominican Republic, and the Congo; and compensation resulting from agreements with other NASA and other government agencies, as well with the governments of Australia, Spain, and the United Kingdom, and international organizations. Some documents are in the Lao language. Levels of the documentation range from the USAF Vice Chief of Staff to the thumbprints of individual Lao claimants. Insignificant, duplicative, or routine financial records may be disposed of during processing.

Justification: These records are of enduring informational value because of their subject matter, and their national and international significance. While they vary greatly in importance and content, and include considerable routine financial paperwork, they also shed light on Air Force involvement and interaction in a number of significant activities during the Vietnam War era.

Supercedes 4/20/210/1/6 (unscheduled) for this schedule only.

Disposition: PERMANENT. Transfer to the National Archives in 2001.

WNRC Accession numbers: See attached list.

3. **Air Force Civil Engineer Region Correspondence, Instructions, and Directives.** Records of Air Force Regional Civil Engineers for the South Atlantic, Southwest, and Missouri AF Civil Engineer Regions. Arranged by type: general or base correspondence, directives and instructions, station files, and general policy files, thereunder alphabetically by subject or

facility name. Includes correspondence and reports on planning, funding, design and construction of facilities in that particular AF Civil Engineer Region, including real estate information, schedules, plans, contracts, utilities, inspections, and related information. Insignificant or duplicative records may be disposed of during processing.

Justification: These records are of enduring informational value because they document the importance and development of Air Force bases and facilities in particular regions. Base closings and environmental impact have made records such as these of great research interest. Similar records have been accessioned by the National Archives and deposited in the NARA regions. The P95 project has also accessioned similar records, which are currently unprocessed in Archives 2.

Supersedes 4-20/88/1/3 and 89/1/4 (unscheduled) for this schedule only.

Disposition: PERMANENT. Transfer to the National Archives in 2001.

WNRC Accession numbers: See attached list.

4. **United States Air Force (USAF) Military Construction Program Consolidated Status Reports.** Status reports on completion of the projects at HQ USAF. The reports are computer printouts consisting of line item descriptions, current working estimates, design status, and construction progress by date. Jobs are tracked through financial completion. Information is derived from forms (AF Form 1, ENG 3632, and ENG 3633) submitted to the Directorate of Civil Engineering by the construction agencies.

Justification: Consists of computer printouts tracking the progress of construction projects which have of no administrative or informational value after completion of the project.

Supersedes 4-20/89/2.01 (unscheduled) for this schedule only.

Disposition: TEMPORARY -- Destroy immediately.

WNRC Accession numbers: See attached list.

5. **Engineer Project Control Files and Correspondence.** Consists of correspondence and case files arranged alphabetically by facility name or major command, documenting policy, criteria, and standards repair, maintenance, minor construction, and alteration of structures and facilities and grounds of Air Force Bases by the base civil engineers.

Justification: These records document routine maintenance and improvements to existing facilities.

Supersedes 4-20/88/1/3 and /89/1/4,6 (unscheduled) for this schedule only.

Disposition: TEMPORARY -- Destroy immediately.

WNRC Accession numbers: See attached list.

6. **Construction Project Control Files and Correspondence.** Consists of correspondence and case files, arranged alphabetically by facility name, documenting planning, design, and funding data for construction of Air Force bases and facilities.

Justification: These records document routine construction projects on Air Force bases.

Supersedes 4-20/89/1/4 (unscheduled) for this schedule only.

Disposition: TEMPORARY -- Destroy immediately.

WNRC Accession numbers: See attached list.

7. **Reports and Correspondence Concerning Base Construction in French Morocco.** Consists of correspondence, reports, press clippings, Congressional testimony, and memorandums documenting planning, construction, and costs of Air Force bases in French Morocco during the early 1950s. Appears to be a case file of documentation collected from various sources consolidated to provide background for USAF response to Congressional interest and public controversy over the costs of USAF base construction in French Morocco. A significant percentage of the material consists of photostats. Insignificant or duplicative records may be disposed of during processing.

Justification: These records document a significant overseas Air Force bases construction project that engendered considerable public interest and debate at the time, and have enduring historical value.

Supersedes 4-20/89/1/4 (unscheduled) for this schedule only.

Disposition: PERMANENT: Transfer to the National Archives in 2001.

WNRC Accession numbers: See attached list.

8. **List of Modifications.** List of modifications to aircraft and equipment, arranged by aircraft or equipment designation. Initially, it consisted of copies AFHQ form O-664, then became computer generated in the 1970. The current USAF RDS, AF Manual 37-13 carries item 20-3-3 as permanent in error, as it remains unscheduled.

Justification: These records document the modifications made to USAF aircraft, and other important equipment, during major "capability upgrade" programs between 1956 and 1974.

Supersedes 4-20/57/3/3 (unscheduled) for this schedule only.

Disposition: PERMANENT. Transfer to the National Archives in 2001.

WNRC Accession numbers: See attached list.

9. **Medical Research Case Files.** Air Force Medical Operations Agency medical research and experimental case files, including clinical investigation protocols and sample forms documenting informed consent by human subjects to participate in approved Air Force medical research projects, as required by 32 CFR 219, Protection of Human Subjects. May include some Privacy Act System files.

Justification: Quality assurance review of this series has determined that these records are critical for the protection of citizen rights and government accountability. Air Force proponent office has indicated that these records should be maintained for FOIA requests and congressional inquiries, and may prove to be critical in determining survivor, health or Veterans Affairs (VA) benefits in the future.

Supersedes AFMAN 37-139/44/1/4 (unscheduled) for this schedule only.

Disposition: TEMPORARY – Cut off on case closure. Destroy 75 years after cut-off.

WNRC Accession number: 341-97-0017 (Boxes 1-15)

*Revised disposition in
accordance with Quality
Assurance review
Feb/Mar. 2001.*

L. Genovese

~~9. **Medical Research Case Files.** Air Force Medical Operations Agency medical research and experimental case files, including clinical investigation protocols and sample forms documenting informed consent by human subjects to participate in approved Air Force medical research projects, as required by 32 CFR 219, Protection of Human Subjects. May include some Privacy Act System files.~~

~~Justification: Records relating to human subject research must be retained for at least three years after the research is completed (32 CFR 219.115b).~~

~~Supersedes ³⁷⁻¹³⁹4-20/44/1/1 (unscheduled) for this schedule only.~~

~~Disposition: TEMPORARY – Cut off upon completion of the project. Destroy three years after cutoff.~~

~~WNRC Accession numbers: See attached list.~~

*Disposition revised 3/13/01
in accordance to Quality
Assurance review.
L. Genova*

Disposal Authority: N1/341/00/1/1**Replaces:** RDS/14/3/6**Disposition:** PERMANENT: Transfer to the National Archives in 2001**WNRC Accession Numbers:****Boxes:**

61 A 1321	to
61 A 1602	to
62 A 1344	to
62 A 1345	to
62 A 1346	to
62 A 1407	to

Disposal Authority: N1/341/00/1/2**Replaces:** 4-20/210/1/6**Disposition:** PERMANENT: Transfer to the National Archives in 2001**WNRC Accession Numbers:****Boxes:**

78 - 0053	to
-----------	----

Disposal Authority: N1/341/00/1/3**Replaces:** 4-20/88/1/3**Disposition:** PERMANENT: Transfer to the National Archives in 2001**WNRC Accession Numbers:****Boxes:**

60 A 1051	to
62 A 1301	to
63 A 1428	to
63 A 1429	to
64 B 2028	3 to 19
65 B 3030	3 to 10
65 A 3042	to
65 A 3064	to
66 B 3035	3 to 11
66 A 3036	to
66 A 3046	to

Disposal Authority: N1/341/00/1/4**Replaces:** 4-20/89/1/2/1**Disposition:** TEMPORARY: Destroy as specified in this schedule.**WNRC Accession Numbers:****Boxes:**

64 A 2030	to
65 A 3038	to
66 A 3044	to
67 A 4589	to
69 A 1496	to
70 A 1443	to

Disposal Authority: N1/341/00/1/5 **Replaces:** 4-20/89/1/4
Disposition: TEMPORARY: Destroy as specified in this schedule.

WNRC Accession Numbers:	Boxes:
64 A 2019	to
64 A 2033	to
64 A 2034	to
64 A 2039	to
69 A 5130	to
71 A 2427	to
72 A 2628	to

Disposal Authority: N1/341/00/1/6 **Replaces:** 4-20/89/1/4
Disposition: TEMPORARY: Destroy as specified in this schedule.

WNRC Accession Numbers:	Boxes:
68 A 2140	to

Disposal Authority: N1/341/00/1/7 **Replaces:** 4-20/89/1/4
Disposition: PERMANENT: Transfer to the National Archives in 2001

WNRC Accession Numbers:	Boxes:
62 A 1323	to

Disposal Authority: N1/341/00/1/8 **Replaces:** 4-20/57/3/3
Disposition: PERMANENT: Transfer to the National Archives in 2001

WNRC Accession Numbers:	Boxes:
76 - 0692	to

Disposal Authority: N1/341/00/1/9 **Replaces:** 37-139/44/1/1
Disposition: TEMPORARY: Destroy as specified in this schedule.

WNRC Accession Numbers:	Boxes:
97 - 0017	1 15 to