


RG 341 2 items

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED APR 30 1973	JOB NO. NN-173-235
NOTIFICATION TO AGENCY	
<p style="font-size: small;">In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.</p>	
6-14-73 Date	 Archivist of the United States

**TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
DEPARTMENT OF THE AIR FORCE, HQ USAF

2. MAJOR SUBDIVISION
DIRECTORATE OF ADMINISTRATION

3. MINOR SUBDIVISION
DOCUMENTATION SYSTEMS DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER MR. E. F. VILLIARD	5. TEL. EXT. 11/29239
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6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

27 APR 1973

R. E. Reilly

**R. E. REILLY, Chief
Documentation Management Branch
Directorate of Administration**

(Date)

(Signature of Agency Representative)

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p style="text-align: center;">MILITARY ASSISTANCE PROGRAM RECORDS (400-1) (Applicable Air Force-wide)</p> <p>These proposed additions to this table will provide for a clearer identification and retention criteria for Munitions Control Case Files and Strategic Trade Control Case Files.</p> <p><u>JUSTIFICATION:</u></p> <p><u>MUNITIONS CONTROL CASE FILES</u> pertain to war materials such as engines, rockets, aircraft and missile systems that commercial companies desire to sell to foreign countries. Proposals to sell are subjected to complete review and evaluation which is reduced to HQ USAF position papers. In each case, the Air Force position is then furnished Departments of Defense and State where it becomes part of the input used to formulate a government position on the proposed sale.</p> <p><u>STRATEGIC TRADE CONTROL CASE FILES</u> pertain to embargo items being considered for sale to both the free world and other than free world governments. Proposals are staffed and processed</p>	NN170-33	

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>similar to Munitions Control Case Files with the Air Force position in each case furnished Departments of Defense and Commerce.</p> <p>Formerly, these files were carried under General Correspondence, temporary. However, experience of the accumulating and using office indicates that based upon the need for reference, the rapid technological changes in materials and equipment, and the fact that more complete files are maintained by the Departments of Commerce and State, a 10 year retention period is considered adequate. Our Air Force Historian agrees with this proposed retention period.</p> <p>A draft of our proposed rules for addition to AFM 12-50, table 400-1, is attached.</p>		

DRAFT

TABLE 400-1
MILITARY ASSISTANCE PROGRAM RECORDS

U L E	A	B	C	D	Supersedes AFM 181-5 1 Dec 66 paragraph
* 24	Munitions Control Case Files	completed control case files pertaining to the issuing of munitions export licenses for the sale of items on the US Munitions List to foreign free world and other than free world governments, con- taining requests for sales, munitions export licenses, concurrence or non-concurrence, justification for actions, and related papers	at HQ USAF	destroy after 10 years.	
* 25	Strategic Trade Control Case Files	completed control case files pertaining to the exportation of materials and equipment to free world and other than free world governments, con- taining requests for control/ de-control, concurrence or non-concurrence, justification for actions, and related papers			