

**REQUEST AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

RG 342
1 item

LEAVE BLANK	
DATE RECEIVED	JOB NO
25 SEP 1973	474-057
NOTIFICATION TO AGENCY	
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 "with-drawn" in column 10.	
10-12-73 Date	<i>James B. Rhoads</i> 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

2. MAJOR SUBDIVISION
DIRECTORATE OF ADMINISTRATION

3. MINOR SUBDIVISION
DOCUMENTATION SYSTEMS DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
Mr. K. J. Bilek

5. TEL. EXT.
11-29209

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

24 SEP 1973

Herbert G. Geiger

HERBERT G. GEIGER, Chief
Documentation Systems Division
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
1	<p>TRAINING RECORDS (Applicable to the United States) (Air Force Academy)</p> <p>The documentation described on the attached page is to be disposed of as indicated thereon.</p> <p>This documentation is created and accumulated by various elements of the U. S. Air Force Academy and serve to document and control programmed activities of Air Force cadets and faculty members at the USAF Academy.</p> <p>The attached recommended disposition criteria was submitted by the USAF Academy and is deemed adequate to meet Air Force needs.</p>		

U.S. AIR FORCE ACADEMY DOCUMENTATION

<u>FORM NO.</u>	<u>TITLE</u>	<u>APPROVED DISPOSITION</u>	<u>PROPOSED DISPOSITION</u>
USAFA 0-16	USAFA Cadet Biographical Information	None	Copies; Destroy upon disenrollment. Upon graduation forward to "Alumni Association."*
0-60	Section Marcher Roll**	NN 170-32	Destroy 6 months from end of semester.
0-157	Faculty Biographical Sketch	None	a. Retain for 10 years after departure (PCS, retirement <u>or reassignment</u>), then destroy. b. Destroy ⁹⁻¹⁵⁸ copies upon departure of individual. Both changes agreed to by Mr. Bilek, 2 Oct. 1973. J.L.W.

* The original copies of are sent to the Nowata News Center, Luke Air Force Base, Oklahoma.

** This is a written record of those present at Roll Call. J.L.W.

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ATCH 1