

Walker

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	
NC1-461-82-3	
DATE RECEIVED	
June 2, 1982	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
12-15-82 Date	<i>[Signature]</i> Archivist of the United States

TO GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

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

2. MAJOR SUBDIVISION
Directorate of Administration, HQ USAF

3. MINOR SUBDIVISION
Documentation Management

4. NAME OF PERSON WITH WHOM TO CONFER
Mrs. Grace T. Rowe

5. TEL EXT
694-3527

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.

- A Request for immediate disposal.
- B Request for disposal after a specified period of time or request for permanent retention.

C. DATE 28 MAY 1982	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>James E. Dagwell</i>	E. TITLE JAMES E. DAGWELL Documentation Management Branch Information Mgmt and Resources Div
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	AWARDS (Table 900-1, USAFA Regulation 12-50) (Applicable to the Air Force Academy) The purpose of this submission is to establish retention periods for the Thomas D. White National Defense Award nominations. Rule 3 covers the selected nomination file which may be destroyed after 2 years. Rule 4 covers non-selected nominations. These may be destroyed after 1 year. The Thomas D. White National Defense Award is not the same Thomas D. White award referenced in AFM 12-50, Table 900-1, rules 23 -25. The award in rule 3, this table is initiated and managed by the USAF Academy. The documentation in rules 3 and 4 are used to provide controls on the nominations. The award is presented annually to a living citizen of the United States who has contributed significantly to the national defense and security of the United States.	NC1-AFU-77-60	

Mass data change sheet not required.

4 items

115-107

Closed out: 12-21-82: cm Copy of job sent to NNM by RAW, 12/21/82.
Copy to Agency

TABLE 900-1

AWARDS

R U L E	A	B	C	D	E
	If documents are or pertain to	Consisting of	Which are	Then	Former Table and Rule
1	Cadet Awards	case files containing correspondence pertaining to donor sponsorship. Used in continuous correspondence to new award proposals and financial accounting for sponsorship continuation	at Cadet Award Section	* destroy after 50 years. (See note)	same
2			at selection office	destroy after 1 year.	same
3	Thomas D. White National Defense Award	nominations, biographical sketch, correspondence requesting board members, Superintendent's approval and Chief of Staff Air Force approval	* selected nominations at Personal Affairs	* destroy after 2 years.	same
4 *			nonselected nominations at Personal Affairs	destroy after 1 year.	new

NOTE: Retained at USAF Academy for entire retention period.