

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-AFU-03-002

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

NARA accessioned the records

National Archives Identifier: 23062989

Date Reported: 05/02/2022

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		1. DO NOT WRITE IN THESE SPACES (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER: 71-AF 2-03-2	
1. FROM (Agency or establishment) DEPARTMENT OF THE AIR FORCE		DATE RECEIVED 10-18-02	
2. MAJOR SUBDIVISION COMMUNICATION AND OPERATIONS DIRECTORATE		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION FORCE AND INFORMATION MANAGEMENT DIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER OLTHEA S. CROOM	5. TELEPHONE (703) 588-6194	DATE 8-16-04	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 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 21 MAR 02	SIGNATURE OF AGENCY REPRESENTATIVE OLTHEA S. CROOM <i>Olthea S. Croom</i>	TITLE AIR FORCE RECORDS 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 GRS OR SUPERSEDED JOB CITATION	10.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	Records are covered under GRS 23, Item 5 and must be appraised by NARA and a retention prescribed. Records consist of Standard Diary Appointment Books from Under Secretary Carol DiBattiste, and Dr. Delaney, Acting Secretary. OFFICE SUPPORT (TABLE 37-14) This submission is to schedule records under Table 37-14, Rule 21. Specific changes are discussed above and on attached.	GRS 23, Item 5	
2	Electronic copies created on electronic mail and electronic input records (word processing, form filler software) will be deleted after recordkeeping copy has been produced and when no longer needed for reference, updating, revision, or dissemination.		item 2 withdrawn, per Emma Hochgesang-Noffsinger, 8/10/04.
	Disposition for item 1: <u>Permanent</u> . Transfer to the National Archives upon approval of this schedule. <i>cc Keyway NR NWMD</i>		

Schedule of Daily Activities

- 01 - Ms. Carol DiBattiste Under Secretary,
Daily Schedule of Activities - 1999**
- 02 - Ms. Carol DiBattiste Under Secretary,
Daily Schedule of Activities - 2000**
- 03 - Ms. Carol DiBattiste Under Secretary,
Daily Schedule of Activities - 2001**
- 04 Dr. Delaney, Acting Secretary 20 Jan 01 - 5 Jun 01**