

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIRA)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)
DEPARTMENT OF THE AIR FORCE

2. MAJOR SUBDIVISION
DIRECTORATE OF COMMUNICATIONS OPERATIONS

3. MINOR SUBDIVISION
FORCE AND INFORMATION MANAGEMENT DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
OLTHEA S. CROOM
Air Force Records Officer

5. TELEPHONE
(703) 588-6194

DO NOT WRITE IN THESE SPACES (NARA use only)

JOB NUMBER
71-AF 2-03-20

DATE RECEIVED
9-11-03

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE
1-13-04

ARCHIVIST OF THE UNITED STATES
John W. Paul

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 2 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
5 Sep 03

SIGNATURE OF AGENCY REPRESENTATIVE
Olthea S. Croom
OLTHEA S. CROOM

TITLE
AIR FORCE RECORDS OFFICER

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
②	<p>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.</p> <p align="center">FLIGHT INSPECTION RECORDS (TABLE 11-1 (Applicable Air Force-Wide)</p> <p>This submission schedules Rule 9. Specific changes are discussed on the attached decision logic table.</p> <p><i>cc Agency, DR, NARA</i></p>		

TABLE 11-1

Flight Inspection Records

	A	B	C	D
R U L E	If the records are or pertain to	consisting of	which are	Then
9	H-1 Helicopter Crewmember Flight Evaluations	AF Forms 4068 Worksheets used by evaluators to record results of evaluations and aid in completion of the AF Form 8, Certificate of Aircrew Evaluation	kept in the Flight Evaluation Folder until completion of the AF Form 8	Destroy when no longer needed (i.e., upon completion of AF Form 8 AUTH:

ITEM #
①