**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

(See Instructions on reverse)

To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

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

2. MAJOR SUBDIVISION
SECAF Office of Warfighting Integration and Chief Information Office

3. MINOR SUBDIVISION
INFORMATION, SERVICES & INTEGRATIONS DIRECTORATE

4. NAME OF PERSON WITH WHOM TO CONFER
Emma A. Hochgesang-Noftsinger
Air Force Records Officer

5. TELEPHONE
(703) 588-6174

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 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.

<table>
<thead>
<tr>
<th>DATE</th>
<th>SIGNATURE OF AGENCY REPRESENTATIVE</th>
<th>TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>28 Jun 05</td>
<td>Emma A. Hochgesang-Noftsinger</td>
<td>AIR FORCE RECORDS OFFICER</td>
</tr>
</tbody>
</table>

7. ITEM NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

SOURCE RECORDS (TABLE 38-08 R1-5)
(Applicable Air Force-Wide)

The attached decision logic table (DLT) describes AF records which have recently been identified. These records are not in the Air Force Records Disposition Schedule (RDS). These records fall into the Air Force Manpower systems and on requested table series/number is 38-8, Rule 1-5. See attached DLT for further details.

STANDARD FORM 115 (REV. 3-91)
Prescribed by NARA 36 CFR 1228
Table 38-08, Performance Management Program

<table>
<thead>
<tr>
<th>Rule</th>
<th>If the records are or pertain to</th>
<th>consisting of</th>
<th>which are</th>
<th>Then</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Performance Management Program</td>
<td>Directives, Instructions, Correspondence, Documentation and Papers</td>
<td>Identifies the framework for the Secretary of the Air Force and chief of Staff of the Air Force performance Management Program requirements</td>
<td>Destroy after 4 years See Notes 212 and 214</td>
</tr>
<tr>
<td>2</td>
<td>Performance Management Evaluation Tools</td>
<td>System requirements, testing, certification, congressional mandates and configuration</td>
<td>Evaluation tools used for documenting and implementing Air Force Performance Measures Reporting System (AFPMRS)</td>
<td>Destroy after 4 years See Notes 212 and 214</td>
</tr>
<tr>
<td>3</td>
<td>Performance and Strategic Planning</td>
<td>Record copies of data and senior leadership correspondence; data, correspondence, and planning documents</td>
<td>Documents senior leadership approval and disapproval; documents directly related to performance and strategic planning assessment meetings</td>
<td>Destroy after 4 years See Notes 212 and 214</td>
</tr>
<tr>
<td>4</td>
<td>Performance Management Mandates</td>
<td>Policy directives and official memorandums</td>
<td>Policies and memorandums used to support the program</td>
<td>Destroy after 4 years See Notes 212 and 214</td>
</tr>
</tbody>
</table>

NOTES:
212. Electronic copies created using electronic mail and word processing: Destroy after recordkeeping copy has been created and filed or when no longer needed for revision, dissemination, or reference, whichever is later.
214. Electronic systems that supplement temporary hard copy records where the hard copy records are retained to meet recordkeeping requirements: Destroy when the agency determines that the electronic records are superseded, obsolete, or no longer needed for administrative, legal, audit or other operational purposes.