

Expedite

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20400		JOB NO. N1-AFU-86-1	DATE RECEIVED 10-7-85
1. FROM (Agency or establishment) DEPARTMENT OF THE AIR FORCE		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Directorate of Administration, HQ USAF		In accordance with the provisions of 44 U.S.C. 3305, the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
3. MINOR SUBDIVISION Records Mgt Branch			
4. NAME OF PERSON WITH WHOM TO CONFER Mrs Grace T. Rowe	5. TELEPHONE EXT. 694-3527	DATE 1-16-86	ARCHIVIST OF THE UNITED STATES <i>Frank A. Burke</i>

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; and that written concurrence from the General Accounting Office, if required under the provisions of Title B of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE 1 OCT 1985	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T. Rowe</i>	D. TITLE GRACE T. ROWE Records Management Branch Directorate of Administration
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
1	<p>FIRE PROTECTION (Table 92-1) Applicable Air Force-wide</p> <p>The purpose of this submission is to establish a new rule 16 to cover the disposition of AF Form 592, USAF Welding, Cutting and Brazing Permit. This form is kept by the fire departments and may be disposed of 30 days after completion of the project/contract with which the operation is associated. Should a fire result from such operations, it would occur before the 30-day maintenance period expires. The AF Form 592 would become a part of the investigation report.</p> <p>These forms were formerly kept in rule 6, however, due to a Model Installation Program recommendation, it was suggested that they be kept for a lesser period of time. The functional manager has agreed on the proposed retention, therefore, we need to make a separate rule for this record. Please expedite.</p>	NCI-AFU-84-14	1 item

copy sent to agency 1-16-86 RA

TABLE 92-1, Fire Protection

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
16	welding, cutting and brazing permits	AF Form 592, USAF Welding, Cutting and Brazing Permit	at fire departments	destroy 30 days after comple- tion of the project/contract with which the operation is associated. (note 3)
*	Note 3. Should a fire result from the operation, make the AF Form 592 a part of the investigation report.			