

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK	
10 GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO N1-AFU-86-2	DATE RECEIVED 10-7-85
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 USC 3303a 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 Management Branch			
4 NAME OF PERSON WITH WHOM TO CONFER Ms L. S. Sienuta	5 TELEPHONE EXT 694-3527	DATE 2-12-86	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 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE 02 OCT 1985	C SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T Rowe</i>	D TITLE GRACE T. ROWE Records Management Branch
-----------------------	---	---

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)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>TABLE 60-1 AIR TRAFFIC CONTROL (ATC) RECORDS</p> <p>Rules 15, 16, 17. The entry comprising the rules 15, 16, 17 will provide disposal standards for data created that relates to hazardous air traffic reports--to ensure sufficient retention to provide documents that may be required in Federal Torts Claim actions. Request approval.</p> <p>Reference the rule 17 disposal standard. NCI-AFU-81-22, dated 14 Jan 1981, for rule 8, Table 127-1, approved destruction of hazard reports after 5 years.</p>		

3 copies

TABLE 60-1

AIR TRAFFIC CONTROL (ATC) RECORDS

R U L E	A	B	C	D
	If the documents are or pertain to	consisting of	which are	then
15 *	data that relates to hazardous air traffic reports		at unit level	destroy after 6 months.
16 *	(see also tables 127-1, 127-2)		at numbered Air Force/Division level	destroy after 3 years.
17			at HQ AFCC	destroy after 5 years.