

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO. NI-AFU-86-20	DATE RECEIVED 1/6/86
1. FROM (Agency or establishment) DEPARTMENT OF THE AIR FORCE, HQ USAF		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
2. MAJOR SUBDIVISION Directorate of Administration			
3. MINOR SUBDIVISION Records Management Branch			
4. NAME OF PERSON WITH WHOM TO CONFER Grace T. Rowe	5. TELEPHONE EXT. 694-3527	DATE 5-5-86	ARCHIVIST OF THE UNITED STATES <i>Frank B. Bink</i>

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 30 DEC 1985	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T Rowe</i>	D. TITLE GRACE T. ROWE Records Management Branch Directorate of Administration
-------------------------------	--	---

7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(INARS USE ONLY)</i>
1	<p>Reenlistment and Retention (Table 35-2) (Applicable Air Force-wide)</p> <p>The purpose of this submission is to add a new rule 4 to table 35-2 to cover the Air National Guard (ANG) Incentive Program file. We considered using pay record rules, however, they do not totally relate to pay. The case files reflect eligibility for entry into and continued participation in the incentive program. Once the eligibility is confirmed or affirmed, then the authority to pay is submitted to the comptroller for action. Rule 5 currently exists for AF Selective Reenlistment Bonus Program. The ANG program is similar, but has distinctly different guidance, eligibility criteria and reporting procedures. A separate rule is needed to allow proper filing of ANG Incentive Program.</p>	<p>NCI-AFU-83-14</p>	

TABLE 35-2				
R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
4 *	ANG Incentive Program	bonus contracts, Payment authorizations, ledgers, reports, related corre- spondence pertaining to the ANG Incentive Program	at CBPOs (Base Career Advisor)	destroy when no longer needed or 1 year after final action, whichever is later (note 2)

Note 2: See Table 177-25 for the disposition of the actual pay records maintained by the AFOs.