REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO

GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

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

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

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 3 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
   1 JAN 1986

C SIGNATURE OF AGENCY REPRESENTATIVE
   GRACE T. ROWE

D TITLE
   RECORDS MANAGEMENT BRANCH
   DIRECTORATE OF ADMINISTRATION

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Individual Military Personnel Records (Table 35-1) (applicable in Air Force Intelligence Service)</td>
</tr>
<tr>
<td>2.</td>
<td>This submission requests addition of a new rule 3 to table 35-1 to cover the Air Force Special Activities Center Personnel Selection Panel records.</td>
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Copies: AF, □, □, □

NSN 7540-00-634-4064

STANDARD FORM 115 (REV 8-63)
Prescribed by GSA
FMR (41 CFR) 101 11.4
Candidates for special duty assignment to and within the Air Force Special Activities Center (AFSAC) must meet stringent requirements. For example, they must be able to participate in sensitive intelligence collection duties that require absolute self control and consummate skill in interpersonal relations. All background information must be documented and maintained to ensure that only qualified people are assigned to these sensitive duties for control and follow-on assignments. Records consist of various personnel items, suitability/eligibility statements, etc. The records are required for assignment/training actions throughout the member's tour(s) in AFSAC.
<table>
<thead>
<tr>
<th>RULE</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
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<tbody>
<tr>
<td>3*</td>
<td>Air Force Personnel Selection Panel (PSP) records</td>
<td>career briefs, selected and non-selected packages and related records which pertain to Air Force Special Activities Center (AFSAC)</td>
<td>at HQ AFSAC/INXC</td>
<td>destroy when no longer needed or when member leaves AFSAC</td>
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