

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO. **NI-AFU-86-38**

TO: **GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20400**

DATE RECEIVED
2/21/86

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. 3303: 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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
Mr. R. P. Dwyer

5. TELEPHONE EXT.
694-3494

DATE
6-26-86

ARCHIVIST OF THE UNITED STATES
Frank A. Bunde

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.

6. DATE 18 FEB 1986	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 GRS OR SUPERSEDED JOB CITATION	10.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>AFOSI INVESTIGATIVE SUPPORT RECORDS (Table 124-7) (Applicable to AFOSI only)</p> <p>Rule 34. Added, to cover disposition of records required to account for use of contraband drugs and paraphernalia as training aids. The records (forms) provide a continuous account of drugs received, used, and inventoried. It is only necessary to keep one year's worth of completed forms available for tracking purposes, since any errors in accountability are identified through the inventory and/or higher headquarters inspections.</p> <p><i>copy to ARJNNM J 6/27/86</i></p>		

