

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI-AFU-86-53

DATE RECEIVED

7-17-86

NOTIFICATION TO AGENCY

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

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

1. FROM (Agency or establishment)

DEPARTMENT OF THE AIR FORCE

2. MAJOR SUBDIVISION

Directorate of Administration, HQ USAF

3. MINOR SUBDIVISION

Records Management Branch

4. NAME OF PERSON WITH WHOM TO CONFER

Mr. R. P. Dwyer

5. TELEPHONE EXT.

694-3494

DATE

10-3-86

ARCHIVIST OF THE UNITED STATES

Frank S. Burke

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

C. SIGNATURE OF AGENCY REPRESENTATIVE

D. TITLE

GRACE T. ROWE
Records Management Branch
Directorate of Administration

11 JUN 1986

Grace T. Rowe

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SUPERSEDED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)

AIRDROP INSPECTION RECORDS/MALFUNCTION
AND ACTIVITY REPORTS (Table 55-14)
(Applicable Air Force-wide)

- | | | | |
|---|--|---------------|--|
| 1 | Rule 1. Revised rule covers only the joint airdrop inspection record, as the disposition is changed to one month vice one year. There is no reason to maintain these records for one year when no malfunction or accident has occurred. Columns A and B are changed to reflect deleting the coverage of airdrop malfunction report and airdrop summary report. | NCI-AFU-75-37 | |
| 2 | Rule 2. Added to cover the airdrop summary report, currently covered in Rule 1, not part of the records of an accident/incident investigation. Disposition is one year, same as for these records in current Rule 1. | | |
| 3 | Rule 3. These are airdrop malfunction investigation records, consisting of current Rule 2 records that are part of the records of an accident/incident investigation. Disposition remains the same. | NCI-AFU-75-37 | |

TABLE 55-14

AIRDROP INSPECTION RECORDS/MALFUNCTION AND ACTIVITY REPORTS

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
1	*airdrop inspections	*joint airdrop inspection record (platforms, LAPES and containers)	not part of the records of an accident/incident investigation	*destroy after 1 month.
2 *	airdrop activity reporting	joint monthly airdrop summary report		destroy after 1 year.
3	*airdrop malfunction investigations	*airdrop malfunction report, monthly airdrop summary report, joint airdrop inspection record (platforms, LAPES and containers)	part of the records of an accident/incident investigation	destroy with the records to which they pertain (see table 127-2, rule 3).
	LAPES: Low Altitude Parachute Extraction System			