

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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JOB NO. **NI-AFU-86-58**

DATE RECEIVED **8-11-86**

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

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 5. TELEPHONE EXT. ATE ARCHIVIST OF THE UNITED STATES

Grace T. Rowe

694-3527

11/12/86 *Frank A. 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 4 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 **05 AUG 1986** C. SIGNATURE OF AGENCY REPRESENTATIVE *Grace T Rowe* D. TITLE **GRACE T. ROWE
Records Management Branch
Directorate of Administration**

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 GRS OR SUPERSEDED JOB CITATION	10.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 of Allowance/Authorization Records (Table 67-5) (Applicable Air Force-wide)</p> <p>Several rules, i.e. 4, 5, 7, 9, 12 and 15 have changes in the text of columns B and D. There has been a change in equipment request action policies implemented as part of the project Harvest Resource study.</p> <p>The change in disposition is applicable only after certain operational procedures are applied. Rule 11 does change from destroy after 1 year to destroy after notifying the custodian.</p>	<p>NCI-AFU-82-55 NCI-AFU-77-48</p>	

TABLE 67-5 Table of Allowances/Authorization Records

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
4 *	allowance/authorization change requests and custodian request/receipt (see note)	approved copies which are within established allowance and approval authority is wing level or lower, do not require approval under temporary authority, miscellaneous allowance source codes specified in section a, AFR' 0-10, do not recommend changes to allowance documents, and copies used for other than requesting changes in authorizations		destroy after notifying the custodian and all possessing actions are complete
5 *		approved copies which are authorized under miscellaneous allowance source codes specified in section a, AFR 0-10 and do not require approval under temporary authority	at other than MAJCOM equipment management offices	hold with supporting records for as long as the authorization remains in effect, or appears on a Consolidated Listing (CL) validated and signed by the appropriate certifying official, then destroy.
5.2 *		validated and signed CL		destroy when obsolete or when superseded by a new CL.

TABLE 67-5 Table of Allowance/Authorization Records

N U L E	A If documents are or pertain to	B consisting of	C which are	D then
7 *		copies approved under temporary loan authority or pertains to rental of equipment		destroy after all processing actions are complete.
9 *		approved copies which are in an established allowance and approval authority is WAB CEMO, WAB AFLC, or WAB USAF	at other than MAJCOM equipment management office	hold with supporting records for as long as the authorization remains in effect or no longer requires WAB CEMO, WAB AFLC, or WAB USAF approval in applicable Table of Allowance, or appears on a Consolidated Listing (CL) validated and signed by the appropriate certifying official, then destroy
9.1 *		validated and signed CL		destroy when obsolete or when superseded by a new CL
11 *		disapproved copies		destroy after notifying the custodian.

67-5 Table of Allowance/Authorization Records

OR U L E:	A If documents are in pertain to	B consisting of	C which are	D then
12 *		copies used for sus- pense actions when request requires approval above wing level		destroy when all actions are complete
13 *	RESERVED			
15 *	Custodian Author- ization/Custodian Receipt List (CA/CRL)/approved Custodian Designa- tion Letter	CA/CRLs and approved Custodian designation letters	at equipment management section	destroy when obsolete or superseded