

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

## **Schedule Number: N1-AFU-86-069**

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

### Description:

In 1989, Air Force submitted N1-AFU-90-003 to cover all of their temporary items in AFR 12-50, Volume II, Disposition of Air Force Records under a single job number. The two schedules match except for the item number. Therefore, this schedule is superseded by N1-AFU-90-003.

Date Reported: 9/3/2024

N1-AFU-86-069

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: <b>GENERAL SERVICES ADMINISTRATION</b> <b>NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408</b>		JOB NO. <b>NI-AFU-86-69</b>	DATE RECEIVED <b>9/16/86</b>
1. FROM (Agency or establishment) <b>DEPARTMENT OF THE AIR FORCE, HQ USAF</b>		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION <b>Directorate of Administration</b>		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 <b>Records Management Branch</b>		ARCHIVIST OF THE UNITED STATES	
4. NAME OF PERSON WITH WHOM TO CONFER <b>Grace T. Rowe</b>	5. TELEPHONE EXT. <b>694-3527</b>	DATE <b>12-10-86</b>	<i>[Signature]</i>
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 the 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 <b>09 SEP 1986</b>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T Rowe</i>	D. TITLE <b>GRACE T. ROWE</b> <b>Records Management Branch</b> <b>Directorate of Administration</b>
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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 GRS OR SUPERSEDED JOB CITATION	10.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>(NARS USE ONLY)</i>
<i>1</i>	<p>On/Off - Base Housing Records (Table 90-3) (Applicable Air Force-wide)</p> <p>The purpose of this submission is to establish a new Rule 11.1 for the reservation forms, AF Forms 2506, Reservation for Individuals and AF Forms 2507, Reservation for Groups. These forms were formerly included in Rule 11. We are deleting the word "reservation" in column B of Rule 11. It has been determined that these forms (used several thousand times daily throughout the Air Force world-wide) do not need to be held for 2 years before destruction. There is a cost in handling, packing, transporting to staging areas, and storing these forms prior to destruction which can be avoided by short term retention and disposition in the office areas. The ultimate disposal of the forms is with the billeting manager who can at his discretion determine when the proper disposal time is. Generally, the forms may be destroyed after the individuals/groups stay in the unaccompanied public housing. Sometimes there is a problem case that needs to be held for a longer period. The billeting manager should be allowed to determine which can be destroyed or for how long others may be retained.</p> <p>The change is as a result of a Model Installation Program recommendation, therefore, we request expeditious handling of this case. Request your approval.</p> <p>We refer to NARA job NI-AFU-86-24 approved 16 April 1986. We made a mistake in the Table number on this job. Rule 11 as approved is a new Rule for Table 90-1, Housing Records.</p>		<i>1 item</i>

*12/12/86 AF*

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION		JOB NO.	PAGE
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>(NARS USE ONLY)</i>
	Please correct your job to show the correct table number. The justification is also incorrect. We need the questionnaires to determine bachelor housing requirements.		

TABLE 90-3 On/Off - Base Housing Records

R U L E	A  If documents are or pertain to	B  consisting of	C  which are	D  then
11.1 *	unaccompanied public housing	reservation forms AF Forms 2506 and 2507	at AF base billeting offices	destroy when no longer needed