

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO. NI-AFU-87-6	DATE RECEIVED 11/26/86
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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 2-18-86	ARCHIVIST OF THE UNITED STATES <i>Frank A. Buntz</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 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 12 NOV 1986	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Inac T Rowe</i>	D. TITLE GRACE T. ROWE Records Management Branch Directorate of Administration
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7. ITEM NO	B. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
	PROGRAM ADMINISTRATION (Table 50-1) (Applicable Air Force-wide)		
1	Rule 22. Column C is changed to relate only to approved retraining applications and declination statements for approved retraining requests. As retraining requests originate Air Force-wide, there is no need to state where they are located. The disposition is changed to refer to Table 35-1, Rule 1.1; which in turn refers to AFR 35-44, Military Personnel Records System, for disposition of military personnel records.	NC1-AFU-80-15	
2	Rule 22.1. Added to dispose of disapproved retraining applications. The disposition is sufficient to meet Air Force needs.		
3	Note 3. Changed to delete unnecessary words.	NC1-AFU-78-37	

TABLE 50-1

PROGRAM ADMINISTRATION

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
22	retraining (note 3)	request for retraining/ lateral training and any supporting records (i.e., supplemental messages, letters of recommendation, etc.)	*approved applications and declination state- ments for approved retraining requests	*see table 35-1, rule 1.1 (note 3).
22.1 *			disapproved applications	destroy 3 months after disapproval/cancellation.
	NOTE: 3. *Return medical examination reports to the base hospital.			