

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO. *NI-AFU-87-8*

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

DATE RECEIVED
12/18/86

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. 3305, 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

5. TELEPHONE EXT.

DATE

ARCHIVIST OF THE UNITED STATES

Mr. R. P. Dwyer

694-3494

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
15 DEC 1986

C. SIGNATURE OF AGENCY REPRESENTATIVE

D. TITLE
**GRACE T. ROWE
Records Management Branch
Directorate of Administration**

Grace T Rowe

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 GRS OR SUPERSEDED JOB CITATION	10.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>(INARS USE ONLY)</i>
1	<p>INFORMATION SECURITY PROGRAM (Table 205-1) (Applicable Air Force-wide)</p> <p>Rule 13. Disposition of Top Secret control records is changed to 2 years vice 5 years to comply with DOD requirements in DOD 5200.1-R, Information Security Program Regulation, extract attached. This disposition is an exception to General Records Schedule 18, Item 6.</p>	<p>NC1-AFU-83-69</p>	

Not Approved

TABLE 205-1

INFORMATION SECURITY PROGRAM

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
13	Top Secret control	Top Secret registers, its attached receipts and destruction certificates		*destroy 2 years after all register page entries have been made inactive (note 1).