

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO.

N1-AFU-87-31

DATE RECEIVED

7/23/87

TO: GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20400

1. FROM (Agency or establishment)

DEPARTMENT OF THE AIR FORCE

2. MAJOR SUBDIVISION

Directorate of Info Mgmt and Administration, SAF/AAD

3. MINOR SUBDIVISION

Information Management Policy Branch

4. NAME OF PERSON WITH WHOM TO CONFER

Mr. R. P. Dwyer

5. TELEPHONE EXT.

694-3494

DATE

7/28/87

ARCHIVIST OF THE UNITED STATES

[Signature]

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 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.

8. DATE

C. SIGNATURE OF AGENCY REPRESENTATIVE

Inace T Rowe

D. TITLE

GRACE T. ROWE
Chief, Records Mgmt Section
Directorate of Info Mgmt and Admin

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 GRS OR SUPERSEDED JOB CITATION	10.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	TECHNICAL SUPPORT OPERATIONS (Table 124-5) (Applicable to Air Force Office of Special Investigations (AFOSI) Only) Rules 13 and 14. Deleted, as these special investigative services records at HQ AFOSI and AFOSI field extensions are now included in Rules 15 and 15.1 and on occasion in proposed Rules 15.2 and 15.3. As these are investigative support records and are needed for frequent retrieval, current Rule 13 records are sent to HQ AFOSI staging area, not retired to WNRRC.	NC1-AFU-76-21	
2	Rule 15. Forensic services provided by an AFOSI regional forensic consultant are usually for significant investigations involving very detail case work. The description of these records in rule are changed, as Column A is for a short general description and Column B is for specific description of records. AFOSI Form 10, Forensic Science Statistical Data, was rescinded; remaining forms now included in "related records" in Column B description. Disposition is changed from 5 years to 15 years, since AFOSI Form 10 is rescinded, the rule will contain Rules 13 and 16 records (15 years), and these records are related to the specific cases of criminal records disposed of in Table 124-1, Rules 1 and 4.	NC1-AFU-77-83	

4 Items

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

JOB NO.

PAGE

OF

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)*

3 Rule 15.1. Covers same records as in Rule 15, but are kept at AFOSI field extensions. Disposition of these forensic services records is increased from 3 months to 1 year to meet possible inquiry needs from HQ AFOSI.

NC1-AFU-83-58

4 Rule 15.2. Changed, to cover records of "forensic services provided by AFOSI personnel other than regional forensic consultants." These forensic services are usually for regular type investigations that involve only minor support. The 3 year disposition is sufficient, as these records are also located in other records series, such as Table 125-1, Security Police records. Forensic service statistical data summaries, a 2 year record, no longer are produced and none are in HQ AFOSI offices.

NC1-AFU-83-58

5 Rule 15.3. Added, to cover same records as in Rule 15.2, but are kept at AFOSI field extensions. The 3 month disposition is sufficient to meet their needs.

6 Rules 16 and 17. Deleted, as these forensic hypnosis interviews at HQ AFOSI and AFOSI field extensions are now included in Rules 15 and 15.1 and on occasion in proposed Rules 15.2 and 15.3. As these are investigative support records and are needed for frequent retrieval, current Rule 16 records are sent to HQ AFOSI staging area, not retired to WNRC.

NC1-AFU-81-54

TABLE 124-5

TECHNICAL SUPPORT OPERATIONS

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
13	(RESERVED)			
14	(RESERVED)			
15	*forensic services	*reports of services and related records, provided by an AFOSI regional forensic consultant	at HQ AFOSI	*destroy after 15 years.
15.1			at AFOSI field extensions	*destroy after 1 year.
15.2 *		reports of services and related records, provided by AFOSI personnel other than regional forensic consultants	at HQ AFOSI	destroy after 3 years.
15.3 *			at AFOSI field extensions	destroy after 3 months.
16	(RESERVED)			
17	(RESERVED)			