

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO N1-AFU-88-14	DATE RECEIVED 1/25/88
1 FROM (Agency or establishment) DEPARTMENT OF THE AIR FORCE		NOTIFICATION TO AGENCY In accordance with the provisions of 44 USC 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disposal request, including amendments is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
2 MAJOR SUBDIVISION Directorate of Information, Management and Administration			
3 MINOR SUBDIVISION Records Management Policy Section			
4 NAME OF PERSON WITH WHOM TO CONFER Grace T. Rowe	5 TELEPHONE EXT. 694-3494	DATE 2/3/88	ARCHIVIST OF THE UNITED STATES <i>Claudia P. ...</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 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE	C SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T. Rowe</i>	D TITLE GRACE T. ROWE Chief, Records Management Policy Section Directorate Information Mgt. & Administration
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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	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN 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>(INARS USE ONLY)</i>
	<p style="text-align: center;">SPECIALIZED PUBLICATIONS (TABLE 8-1) (Applicable Air Force-Wide)</p> <p>This submission establishes a ⁺²² new rules²¹ to cover a specialized publication series for education and training documents for mishap prevention. These publications are about 32 pages containing mishap prevention information. The purpose is to prevent mishaps in operating and maintaining aircraft and associated equipment and facilities; storing and handling explosives during industrial operations; in operating government and privately owned vehicles; and during off-duty sports and recreation. Publications also provide education information on nuclear security and implementing OSHA standards. This information was formerly in periodicals which are now cancelled. These pubs have Air Force or MAJCOM applicability and are considered permanent. They may be offered to National Archives in 5 year increments when 25 years old.</p> <p>These are new publications and are not available now. The first issue is scheduled for publication sometime in November 1987.</p>		1 Item

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Table 8-1
SPECIALIZED PUBLICATIONS

	A	B	C	D
21	Education and Training Documents for mishap prevention	record sets	at issuing activities	retire as permanent; offer to National Archives every 10 years
22		background material such as mishap reports, correspondence, photos, and other records supporting information in publications	at issuing activities	destroy 5 years after publication is issued or when no longer needed, whichever is later