

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

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JOB NO. **N1-AFU-88-30**

DATE RECEIVED **5/3/88**

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

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.  
**695-1667**

DATE  
**7/8/88**

ARCHIVIST OF THE UNITED STATES  
*[Signature]*

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

**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.

B. DATE <b>27 APR 1988</b>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T Rowe</i>	D. TITLE <b>GRACE T. ROWE Chief, Records Mgmt Policy Section Directorate of Info Mgmt and Admin</b>
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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 GRS OR SUPERSEDED JOB CITATION	10.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	<p>ADMINISTRATIVE RECORDS (Table 11-2) (Applicable Air Force-wide)</p> <p>Rules 12 - 12.2. We are changing the dispositions of support agreements to "destroy 6 years after agreement is superseded or terminated, or when no longer needed, whichever is sooner" vice "destroy 6 years after agreement is superseded or terminated." Reason for a more flexible disposition is that Air Force commands vary in size and number/type of support agreements held; thus have different needs for disposition of these agreements.</p>	N1-AFU-86-12	

TABLE 11-2

ADMINISTRATIVE RECORDS

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
12	support agreements	host-tenant support agreements accomplished under AFR 11-4, with any modifications, memoranda of understandings, as required; reports and related records concerning services rendered and assignment of real property and facilities to tenant and attached units		*destroy 6 years after agreement is superseded or terminated, or when no longer needed, whichever is sooner.
12.1		interservice support agreements and related correspondence accomplished under DOD 4000.19-R		
12.2		support agreements accomplished under other than AFR 11-4 and DOD 4000.19-R or procurement directives, and not included in rule 12 above		