

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI-AFU-89-16

DATE RECEIVED

3-20-89

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

1. FROM (Agency or establishment)

DEPARTMENT OF THE AIR FORCE - HQ USAF

2. MAJOR SUBDIVISION

DIRECTORATE OF INFORMATION MANAGEMENT AND ADMINISTRATION

3. MINOR SUBDIVISION

RECORDS MANAGEMENT POLICY SECTION

4. NAME OF PERSON WITH WHOM TO CONFER

Pierre J. Jost

5. TELEPHONE EXT.

694-3527

DATE

ARCHIVIST OF THE UNITED STATES

4/11/89
Claudia Muecke

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

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 TWO 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

16 Mar 89

C. SIGNATURE OF AGENCY REPRESENTATIVE

Grace T. Rowe

D. TITLE

GRACE T. ROWE, Chief, Rec Mgt Policy Section
Directorate of Information Mgt and Admin

7. ITEM NO.

1

8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

**EQUIPMENT MAINTENANCE HISTORICAL RECORDS
(TABLE 66-3, RULE 30)
Applicable Air Force-Wide**

We received a suggestion from one of our commands asking that we change the definition (Column B) of the AFTO Forms 105, clarify the location where to maintain these forms (Column C), and also to give a better instruction for their disposition (Column D). We checked with the person at this headquarters responsible for the creation of these records and he agreed with us that we should change this rule as indicated on the attached table format.

Request you approve this change.

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARS USE ONLY)

TABLE 66-3

TITLE OF TABLE
EQUIPMENT MAINTENANCE HISTORICAL RECORDS

R U L E	A If the records are or pertain to	B consisting of	C which are	D then
30	ground weapons historical data	AFTO Form 105, "Inspection Maintenance Firing Data For Ground Weapons"	maintained (all forms, both completed and in use) with the weapon. Forms will accompany weapon during transfer and/ or turn in for repair	destroy forms upon destruction of weapon.

NOTES: