

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI-AFW-90-28

DATE RECEIVED

2/15/90

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

DATE

5/7/90

ARCHIVIST OF THE UNITED STATES

[Signature]

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 Information Management

3. MINOR SUBDIVISION

Policy Division, SAF/AAIA

4. NAME OF PERSON WITH WHOM TO CONFER

Mr. R. P. Dwyer

5. TELEPHONE EXT.

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.

B. DATE

12 FEB 1990

C. SIGNATURE OF AGENCY REPRESENTATIVE

Grace T. Rowe

D. TITLE

GRACE T. ROWE
Chief, Records Mgmt Policy Branch
Directorate of Information Mgmt

7. ITEM NO

1

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

INDIVIDUAL MILITARY PERSONNEL RECORDS (Table 35-1)
(Applicable Air Force-wide)

Rule 20. Added, to dispose of court reporter's recordings for formal hearings of the Physical Evaluation Board (PEB). We only need to keep the verbatim or summarized records or tapes and disks not transcribed for three years after date of hearing. HQ Air Force Military Personnel Center (HQ AFMPC) Judge Advocate stated that we should keep the tapes (records) of the formal hearing until the statute of limitations for the Air Force Board for the Correction of Military Records (AFBCMR) expired (three years). The PEB findings are noted on AF Form 356, Findings and Recommended Disposition of USAF Physical Evaluation Board; which becomes a permanent record of the military member's Master Personnel Record Group.

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARS USE ONLY)

TABLE 35-1

INDIVIDUAL MILITARY PERSONNEL RECORDS

R U L E	A	B	C	D
	If records are	consisting of	which are	then
20 *	court reporter's record	court reporter's recordings for formal hearings of the Physical Evaluation Board consisting of verbatim or summarized records and tapes and discs not transcribed		destroy 3 years after date of hearing.