


REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO. N1-AF1-90-36	DATE RECEIVED 3/27/90
1. FROM (Agency or establishment) DEPARTMENT OF THE AIR FORCE		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION DIRECTORATE OF INFORMATION MANAGEMENT		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
3. MINOR SUBDIVISION RECORDS MANAGEMENT POLICY BRANCH		DATE 6/20/90	ARCHIVIST OF THE UNITED STATES 
4. NAME OF PERSON WITH WHOM TO CONFER Pierre J. Jost	5. TELEPHONE EXT. 694-3527		

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 _____ 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 26 Apr 90	C. SIGNATURE OF AGENCY REPRESENTATIVE Grace T Rowe	D. TITLE GRACE T. ROWE, Chief Recs. Mgt. Policy Br. Dir. of Information Mgt.
7. ITEM NO. 1	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) RESOURCES CONSERVATION (RECON) PROGRAM RECORDS Cost Reduction Reports, 1963-1968. Arranged chronologically by fiscal year, thereunder chronologically by quarter, and thereunder alphabetically by the name of the subordinate command. Statistical reports documenting the savings to the U.S. Government generated by HQ USAF and its subordinate commands in accordance with the Department of Defense's Resources Conservation Program. Volume: 16 feet TEMPORARY. Destroy immediately. Location: WNRC accessions 67A-4756, 67A-4759, 68A-6314, and 69A-6816 (RG 341)	9. GRS OR SUPERSEDED JOB CITATION 10. ACTION TAKEN (NARS USE ONLY)

TABLE 400-3
RESOURCES CONSERVATION (RECON) PROGRAM RECORDS

R U L E	A	B	C	D
	If the records are or pertain to	consisting of	which are	then
1	AF resources conservation program	resources conservation program individual savings action, RECON program summary, auditor evaluations and reports, functional evaluations, comparable forms and related records	at MAJCOMs and bases	destroy 1 year after close of the FY in which savings are reported.
2			at HQ USAF	retire as permanent.
3		records at all levels required to support individual savings for the period in which such savings are reported		destroy 1 year after close of the FY in which savings are reported.

TABLE 400-4
LOGISTICS PERFORMANCE MEASUREMENT AND EVALUATION SYSTEM (LPMES)

R U L E	A	B	C	D
	If the records are or pertain to	consisting of	which are	then
1	Logistics Performance and Evaluation System (LPMES)	LPMES, related correspondence, consolidated reports, and DoD summaries		destroy 2 years after the applicable fiscal year.

TABLE 400-5
PRECIOUS METALS RECOVERY PROGRAM

R U L E	A	B	C	D
	If the records are or pertain to	consisting of	which are	then
1	reclamation and use of precious metals	forms, reports, logs, accountability records and correspondence	at HQ USAF/MAJ-COMs/major subordinate commands	destroy after 2 years.
2			below major subordinate commands	destroy after 1 year.

401. Materiel Programming. This table covers records pertaining to planning, organizing, directing, executing, and managing the AF Materiel Procurement Program. This program consists of the specific quantities of weapon/support systems, selected items, or categories of materiel funded from the procurement appropriations for a particular program year.

TABLE 401-1
MATERIEL PROCUREMENT PROGRAM CONTROL RECORDS

R U L E	A	B	C	D
	If the records are or pertain to	consisting of	which are	then
★ 1	Procurement Authorizations (PA) for Materiel Procurement Program	Three-year program direction of every line item within the Other Procurement Appropriations allocated by Congress for that particular fiscal year	at HQ USAF, HQ AFLC, HQ AFSC and HQ ESC	destroy 2 years after the last year for which the funds are available for obligation.
2	directives, program status reports, contractual maintenance requirement data			destroy 3 years after completion of obligations covered by the buying program.
3	status reports and related data		at HQ USAF and HQ AFLC	destroy after completion of the program, or 90 days after superseded, whichever is sooner.