

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

LEAVE BLANK

JOB NO. NI-AFU-90-47

DATE RECEIVED 7-16-90

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  
**RECORDS MANAGEMENT POLICY BRANCH**

4. NAME OF PERSON WITH WHOM TO CONFER  
**Pierre J. Jost**

5. TELEPHONE EXT.  
**694-3527**

NOTIFICATION TO AGENCY  
In accordance with the provisions of 44 U.S.C. 3305a 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 ARCHIVIST OF THE UNITED STATES  
**WITHDRAWN**

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 <b>12 JUL 1990</b>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Jay N. Rivest</i>	D. Title JAY N. RIVEST, Rcds Mgt Policy Branch Directorate of Information Management
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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 GRS OR SUPERSEDED JOB CITATION	10.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><b>INDIVIDUAL MILITARY PERSONNEL RECORDS (TABLE 35-1, RULE 4) (APPLICABLE AIR FORCE-WIDE)</b></p> <p>We have been informed by the Executive Director of the Air Force Board for Correction of Military Records (AFBCMR) that the records pertaining to the policies, opinions and others documents pertinent to the establishment and function of the AFBCMR are not permanent. NARA never appraised them as such. According to the Executive Director, the records are maintained in their office for easy reference in their day-to-day operations. Therefore, we request that Rule 4 be amended to show disposition as "destroy when no longer required."</p> <p>Request you approve this request for inclusion in our regulation.</p> <p><i>Materials covered by this are non-read copies</i></p>		

TABLE 35-1

TITLE OF TABLE  
INDIVIDUAL MILITARY PERSONNEL RECORDS

R U L E	A If the records are or pertain to	B consisting of	C which are	D then
.*4	correction of military records of officers and airmen	<p><i>copies of</i> policies, opinions, and other records pertinent to the establishment and function of the AF Board of Correc- tion of Military Records (SAF/MIBC) accumulated by the board under AFRs 31-3 and 31-11 (<i>Record copies filed under T25-3, sub 1</i>)</p> <p><i>100</i></p>	at SAF/MIBC	destroy when no longer required.