


REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO NI-AFU-90-52	DATE RECEIVED
1 FROM (Agency or establishment) Department of the Air Force		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Directorate of Information Management (SAF/AAIA)		In accordance with the provisions of 44 USC 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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			
4. NAME OF PERSON WITH WHOM TO CONFER Mr. Jay N. Rivest	5. TELEPHONE EXT. 694-3431	DATE 25 OCT 1990	ARCHIVIST OF THE UNITED STATES 
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 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE 25 OCT 1990	C. SIGNATURE OF AGENCY REPRESENTATIVE  GRACE T. ROWE	D TITLE Chief, Records Mgt Policy Br Directorate of Information Mgt
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7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
1	<p>COST RECORDS (T173-1) (Applicable Air Force-wide)</p> <p>This is an addition to our table 173-1. The purpose of this submission is to establish rules 7 and 8 to cover the disposition of <u>Economic Resource Impact Statements (ERIS)</u>. These documents are initiated at each Air Force base to reflect the economic impact of the installation on the local community. A new/replacement statement is prepared annually and copies are sent to Congress, Headquarters USAF and other interested activities. Reference is as frequently as daily (to answer Congressional and civic inquiries and to complete base closure studies) until the statement is obsolete or replaced; then the documents are referred to for evaluation of changes. These records may also be of long-term interest to archivists and researchers.</p> <p>We attach our proposed disposition instructions.</p>	new	

Copies sent to agency, NN-W NWT NCF 2/20/92

PROPOSED NEW/REVISED AIR FORCE RECORD RETENTION SCHEDULE

TABLE 173-1
COST RECORDS

RULE	A If the record series title is	B consisting of	C which are	D then	E authorized by
7	Economic Resource Impact Statements (ERIS) - Record Copies		at SAF/FMCE	retire as permanent (see note)	
8	Economic Resource Impact Statements (ERIS) - Reference Copies	includes the statement, support documents, statistical tabulations, correspondence, working papers, related data and reports		destroy when obsolete or no longer needed	

NOTE: Offer to the National Archives in 5-year blocks when the latest record is 25 years old.