

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>N1-AFU-92-8</i>	DATE RECEIVED <i>10-11-92</i>
1 FROM (Agency or establishment) DEPARTMENT OF THE AIR FORCE		NOTIFICATION TO AGENCY  In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
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  (703) 614-3527	DATE <i>for</i> ARCHIVIST OF THE UNITED STATES <i>2/18/92</i> <i>James W. Moore</i>	

**6 AGENCY CERTIFICATION**  
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 3 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required;  is attached; or  has been requested.

DATE <i>9 OCT 1991</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T. Rowe</i>	TITLE GRACE T. ROWE Chief, Records Mgt Policy Branch Directorate of Information Mgt
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p style="text-align: center;">TELEPHONE AND TELEGRAPH SERVICES AND ACCOUNTING DOCUMENTS (TABLE 700-9, RULES 9 THRU 10) (APPLICABLE AIR FORCE-WIDE)</p> <p>One of our organizations in Turkey is complaining that the Turkish government is billing the Air Force (possible double billing) after the base destroyed the telephone accounting records. For this reason we want to change Rules 9 and 10 and add Rules 9.1 and 10.1. Because it is important to avoid paying twice the same bill, we ordered this organization to put the record on "Disposition Pending" status pending approval from your office.</p> <p>Rule 9 is for the telephone toll calls tickets (AF Form 1072) maintained in the Continental United States (CONUS) and these records should be destroyed when no longer needed.</p>	N1-AFU-87-42	

*Copies sent to agency. 2/16/92*

**REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUATION**

JOB NUMBER

PAGE

OF

7 ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p>Rule 9.1 is for the same type of records but kept at organizations in foreign countries. Because of what we explained above, we want to destroy these records 4 years after final payments.</p> <p>Rule 10 is for vouchers with their background material kept in the CONUS. A disposition of 2 years is adequate for the purpose it serves.</p> <p>Rule 10.1 contains the same type of records but are kept at organizations in foreign countries. Here again, we want to destroy these records 4 years after final payment.</p> <p>Request you approve this request for inclusion in our regulation.</p>	<p>N1-AFU-87-42</p>	

TABLE 700-9

TITLE OF TABLE  
TELEPHONE AND TELEGRAPH SERVICES AND ACCOUNTING DOCUMENTS

R U L E	A If the records are or pertain to	B consisting of	C which are	D then
* 9	telephone toll calls	toll tickets and reports of authorized calls (AF Form 1072)	at organizations in the CONUS	destroy when no longer needed.
*9.1			at organizations in foreign countries	destroy 4 years after final pay- ment.
*10	telephone, tele- graph, telauto- graph, and nontac- tical radio accoun- ting records	vouchers (except toll tickets; see rule 9), with all background material	at organizations in the CONUS	destroy after 2 years.
*10. 1			at organizations in foreign countries	destroy 4 years after final pay- ment.