

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-AFU-92-26	DATE RECEIVED 3-5-92
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 disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION RECORDS MANAGEMENT POLICY BRANCH			
4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE	DATE	ARCHIVIST OF THE UNITED STATES
JOYCE L. TRUETT	(703) 614-3527	7-1-94	<i>Patricia</i> <i>Ardeny Huskamp Peterson</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 _____ 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, <input type="checkbox"/> is not required; <input checked="" type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE	
FEB 28 1992	<i>Grace T. Rowe</i>	GRACE T. ROWE Chief, Records Management Policy Branch Information Management Division	

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
30	<p align="center"><b>MANUFACTURING METHODS (TABLE 84-1, Rule 3) (APPLICABLE Air Force-wide)</b></p> <p>Although these unscheduled records were previously listed as permanent, with the concurrence of the Air Force Legal Services Agency, we propose to maintain MANTECH's manufacturing methods project files for a period of <u>50</u> years after completion or termination of a manufacturing methods project.</p> <p>Among records kept in these project case files are contractual and procurement records, financial management reports, patents, copyrights, and changes in military specifications to contracts. These records are frequently used as reference by the attorneys from the Patents Infringement Division of the Office of the Judge Advocate General in litigation cases being defended by the Air Force.</p> <p>Request you approve this change for inclusion in our records schedule.</p> <p><i>Copies sent to agency, NCF 7/15/94</i></p>		

Table 84-1

MANUFACTURING METHODS

R	A	B	C	D
J L E	If the records are or pertain to	consisting of	which are	then <sup>30</sup>
* 3	manufacturing methods project files	contractual and procurement records; financial management reports; progress letters; patent, copyright, exhibits, and other supporting data; interim engineering reports, photographs, drawings, motion picture film, slides, X-rays, diagrams, schedules, preliminary specifications, revised processes, procedures, and other supporting data; final technical reports describing the manufacturing methods required; detailed specifications, pertinent bibliography, glossary, symbols, recommendations for changes in military specifications; and related data	at OPRs designated by HQ AFMC	destroy 50 years after completion or termination of manufacturing methods project (see table 80-1, rule 17, for rejected unsolicited proposals).