

<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 <b>NI-AFU-93-5</b>	
1. FROM (Agency or establishment) <b>DEPARTMENT OF THE AIR FORCE</b>		DATE RECEIVED	
2. MAJOR SUBDIVISION <b>DIRECTORATE OF INFORMATION MANAGEMENT</b>		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION <b>RECORDS MANAGEMENT POLICY BRANCH</b>		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE	DATE	ARCHIVIST OF THE UNITED STATES
<b>PIERRE J. JOST</b>	<b>(703) 614-3527</b>	<b>3-11-94</b>	<i>Andy 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 **132** 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 <b>JUL 16 1993</b>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T. Rowe</i>	TITLE <b>GRACE T. ROWE</b> Chief, Records Mgt Policy Branch Directorate of Information Mgt
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GAS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>DEPOT MAINTENANCE RECORDS (TABLE 66-2, RULES 15-26) (APPLICABLE AIR FORCE-WIDE)</p> <p>We are resubmitting Job Number NI-AFU-93-5 with the additional information that you requested in your letter dated 26 January 1993. We also reaccomplished the table format to clarify the acronyms. Also attached you will find a letter from the Chief of the Workload Management Branch, Directorate of Logistics, at HQ AFMC, whose office is the Office of Primary Responsibility for the creation of these records. You will also find samples of the various projects.</p>	NI-AFU-93-5	

*Copy sent to agency 3/24/94*

TABLE 66-2

TITLE OF TABLE  
DEPOT MAINTENANCE RECORDS

R U L E	A If the records are or pertain to	B consisting of	C which are	D then
*15	AFMC Depot Maintenance Business Management Administration	<p><i>COPIES OF</i></p> Business Council, Business Board, and Business Development Committee meeting minutes and action items (previously generated through the AFLC Posture Planning Program). Supporting briefings		destroy when obsolete, superseded or no longer needed.
*16	AFMC Depot Maintenance Workload Management	copy of policy, business plan workload strategies, special studies, Maintenance Requirements Review Board (MRRB), copies of Congressional/OSD/SAF/USAF inquiries, supporting briefings, War Requirements Computations (WARCOMP), Field Team management, copies of Foreign Military Sales (FMS), workload reconciliations		destroy 2 years after obsolete, or after study or program is finalized. (Destroy Congressional Inquiries IAW T11-2, R2).

TABLE 66-2 (CONTINUED)

R U L E	A If the records are or pertain to	B consisting of	C which are	D then
*17	Acquisition Program Records	copies of Source of Repair Decision Criteria (SORDC), Decision Tree Analysis (DTA), Depot Maintenance Interservicing (program) Reviews (DMI), Interservice Support Agreement (ISA) (non-depot maintenance), Depot Maintenance Interservice Agreement (DMISA) (depot workload), Statement of Need (SON) (drives depot activation), Operational Requirements Document (ORD), Depot Maintenance Activation Working Group (DMAWG), Depot Maintenance Activation Planning Team (DMAPT), Depot Maintenance Activation Plan (DMAP), Program Management Directive (PMD), Maintenance Concepts, Cost Studies		destroy when superseded, obsolete or no longer needed.
*18	AFMC Depot Capacity Measurement and Depot Sizing	policy, studies, reports, supporting briefings, seminars and workshops, tutorials	at HQ AFMC/LG	destroy 2 years after obsolete, or after study or program is finalized.

TABLE 66-2 (CONTINUED)

R U L E	A If the records are or pertain to	B consisting of	C which are	D then
*19			at Air Logistics Centers (ALC)	destroy when obso- lete, superseded or no longer needed.
*20	AFMC Depot Maint- enance Manpower Management	copies of DMIF Manning Pol- icy, budget issues, manpower allocation, overtime manage- ment, hiring programs, reports, supporting brief- ings, studies, copies of Congressional/OSD/SAF/USAF Inquiries <i>Copies</i>		destroy when obso- lete, superseded or no longer needed. (Destroy Congressional Inquiries IAW T11-2, R2).
*21	AFMC Depot Mainte- nance Interservi- cing Management	Joint Service meeting, depot profiles, Depot Maintenance Interservicing (DMI)(pro- gram) Public Relations, Depot Maintenance Interservicing Agreement (DMISA) Training, Joint Depot Maintenance Analysis Group (JDMAG) Man- ning, JDMAG Budgeting, Inter- service Material Accounting and Control System	at HQ AFMC	destroy 2 years after obsolete.
*22			at ALCs	destroy when super- seded, obsolete or no longer needed.

TABLE 66-2 (CONTINUED)

R U L E	A If the records are or pertain to	B consisting of	C which are	D then
*23	AFMC Depot Maintenance Competition Program	copies of policy, plans, reports, Public Affairs activities, legislative actions, candidate savings, training		
*24	AFMC Depot Maintenance Data System Tracking	G072E - Depot Level Maintenance Requirements and Program Management System, G004C - Workload and Program Control System, G004K - Maintenance Facility Master System, PDS-300 - Personnel Data System, G-029 - Depot Sizing Model, Source of Repair Management Information System (SORMIS), Maintenance Data Base (MDB).		
*25	AFMC Depot Maintenance Overseas Workload Program (OWLP)	copies of policy, reports, MOUs, Automated Repair Source Analysis System (ARSAS), Foreign Visits	at HQ AFMC/LG	destroy 2 years after obsolete.
*26			at ALCs	destroy when superseded, obsolete or no longer needed.