

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-AFU-93-17</i>	DATE RECEIVED <i>8-3-93</i>
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 PIERRE J. JOST	5. TELEPHONE (703) 614-3527	DATE <i>3-11-94</i>	ARCHIVIST OF THE UNITED STATES <i>Audrey Huskamp Peters</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,

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

DATE <i>JUL 7 1993</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T. Rowe</i>	TITLE <i>GRACE T. ROWE Chief, Records Mgt Policy Branch Directorate of Information Mgt</i>
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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 GRS OR SUPERSEDED JOB CITATION	10.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;">INDIVIDUAL MILITARY PERSONNEL RECORDS (TABLE 35-1, RULE 23) (APPLICABLE AIR FORCE-WIDE)</p> <p>We want to add a Rule 23 to Table 35-1 to cover the disposition instructions of records which have been newly created when prescribed in an Air Force Instruction (AFI 36-2617). The records are "Officer or Enlisted Trained Personnel Requirement (TPR)" and will provide Officer and Enlisted personnel manning statistics by AFSC (Air Force Specialty Code) to the Air Staff to provide a complete force overview to the Directorate of Personnel. These documents will be used to make decisions concerning the status of AFSC and management actions required to ensure the best possible manning. We recommend a disposition of "Destroy after 2 years."</p>		

Copy sent to agency 3/24/94

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
23	Officer or Enlisted Trained Personnel Requirement (TPR)	manning level by AFSCs		destroy after 2 years.