REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

1) NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

2) MAJOR SUBDIVISION
Directorate of Information Management

3) MINOR SUBDIVISION
Policy Division, SAF/AAIA

4) NAME OF PERSON WITH WHOM TO CONFER
Mr. R. P. Dwyer

5) TELEPHONE
703-614-3494

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 1 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 AUG 12 1993

SIGNATURE OF AGENCY REPRESENTATIVE
GRACE T. ROWE
Chief, Records Mgmt Policy Branch
Directorate of Information Mgmt

7) ITEM NO.

8) DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

ONE-TIME AUTHORIZATION FOR EARLY DISPOSAL OF SHORT TERM TEMPORARY RECORDS DUE TO CLOSURE OF RAF UPPER HEYFORD, UNITED KINGDOM

Request NARA approval allowing RAF Upper Heyford to destroy their temporary records listed in attachment 1, as requested by NARA per attachment 2. Attachment 1 is an extract of the base’s submission, as 99% of its listed records were already designated by NARA in prior base closure actions as either eligible/not eligible for early destruction. Based on June 1994 base closure, these records created in 1993 are normally scheduled for destruction between Jan 1995-Jan 1996.

9) GRS OR SUPERSEDED JOB CITATION

10) ACTION TAKEN (NARA USE ONLY)

Copies sent to agency and NCE 2/2/94
<table>
<thead>
<tr>
<th>TABLE/RULE</th>
<th>DESCRIPTION</th>
<th>DISPOSITION</th>
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<tbody>
<tr>
<td>T27-1, R6</td>
<td>Peacetime Program-Command Program Records (at MAJCOMs)</td>
<td>2 Years</td>
</tr>
<tr>
<td>T265-1, R8</td>
<td>Religious Education Records-Consolidated Class Reports (at Other Than HQ USAF)</td>
<td>2 Years</td>
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<tr>
<td>T265-1, R12</td>
<td>Chaplain Activities Reports-Written Mobility After Action Reports (at Tasked Activities)</td>
<td>1 Year</td>
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<tr>
<td>T265-1, R23</td>
<td>Chaplain Activities Reports-Program Folder Requirements (at Activities)</td>
<td>1 Year</td>
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<tr>
<td>T700-11, R7</td>
<td>Radio Stations-Station Activity Reports</td>
<td>1 Year</td>
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