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| 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-96-9</i> | DATE RECEIVED <i>2-15-96</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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 OLTHEA S. CROOM | 5. TELEPHONE <i>695-7612</i> 703-614-3494 | DATE <i>4-28-97</i> | ARCHIVIST OF THE UNITED STATES <i>John W. Paul</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.

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| DATE <i>12 Feb 96</i> | SIGNATURE OF AGENCY REPRESENTATIVE <i>Francis X. Mc Govern</i> | TITLE FRANCIS X. MCGOVERN, Lt Col, USAF Chief, Records Management Branch |
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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 GRS OR SUPERSEDED JOB CITATION | 10.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>BIOENVIRONMENTAL ENGINEERING SURVEYS</p> <p>Air Force proposes changes to Table 161-5 of AFR 4-20, Vol. 2 (Table 48-5 of AFMAN 37-139)</p> <p>The information in these records is vital for a variety of purposes, including Congressional investigations, Freedom of Information Act request, contesting legal actions against the Air Force, and future epidemiological studies. Currently we are investigating claims from adult children of former soldiers from World War II. Questions regarding current exposure information will be ask well into the future by family members who may claim genetic effects. Occupational Safety and Health Administration citations from 29 CFR 1910 require exposure records to be maintained for 40 years following an employee's retirement; therefore, the minimum time that we will need access to related records is 75 years.</p> <p>See attached table format showing how we want to describe the retention of these records</p> <p>NO PRIVACY ACTION</p> | | |

TABLE 161-5 of AFR 4-20, Vol. 2 (now Table 48-5 of AFMAN 37-139)
BIOENVIRONMENTAL ENGINEERING SURVEYS

| | A | B | C | D |
|----------------------------|--|--|--|---|
| R U L E | If the records are or pertain to | consisting of | which are | then |
| 1 | industrial hygiene survey reports and occupational health case files required by AFOSH Standard 48-17, Integrated Occupational Health Program, Occupational Safety and Health Administration regulation, or other federal, state, or local occupational safety and health regulation | employee exposure records as defined by 29 CFR 1910.1020, Access to Employee Exposure and Medical Records, or other applicable federal, state or local occupational safety and health regulation <i>1910.1020</i> | at base bioenvironmental engineering | destroy after 75 years <i>after ensuring that any original records have</i> |
| 2 | | | at Armstrong Laboratory | destroy after 5 years if original has been transferred to appropriate base bioenvironmental engineering case file (See rule 1) |
| 3 | | | at MAJCOMs | destroy 1 year after corrective action is completed |
| 4 | drinking water | records required under recordkeeping requirements of the Safe Drinking Water Act and implementing federal, state, and local regulatory authorities | at base bioenvironmental engineering and Armstrong Laboratory | destroy in accordance with 48 CFR or other applicable federal, state or local drinking water regulations, whichever is later |
| 5 | material safety data sheets | material safety data sheets required by 29 CFR 1910.1200, Hazard Communication | at base bioenvironmental engineering and activities using hazardous materials | destroy when no longer required by 29 CFR 1910.1200, Hazard Communication |
| 6 | | | at the Hazards Material Information System focal point at Armstrong Laboratory | destroy after 75 years |

Withdrawn

[Job amended by R. Wire per O. Croom, 1-29-97 and 3-31-97]