

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER	NI-AFU-96-11
1. FROM (Agency or establishment) Department of the Air Force		DATE RECEIVED	2-22-96
2. MAJOR SUBDIVISION Directorate of Information Management		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Records Management Branch		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 Olthea Croom Patsy Conner	5. TELEPHONE 703-695-7612 614-3431	DATE	ARCHIVIST OF THE UNITED STATES
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 72 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 checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.		3/25/96	James M. Croom
DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE	
15 Feb 96	Francis X. Mc Govern	FRANCIS X. McGOVERN, Lt Col, USAF Chief, Records Management Branch	

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	CLAIMS RECORDS (Table 112-1) of AFR 4-20 (Table 51-4 of forthcoming AFMAN 37-139) The purpose of this submission is to add rules 3.1 and 7.1 and delete rule 8 on the disposition of records for reimbursable claims in foreign countries. Certain international agreements provide for the Secretary of Defense or their designees to settle claims against the U.S. under the authority of 10 U.S.C. 2734a (copy attached). An information copy of this package is being forwarded to the General Accounting Office.	NI-AFU-90-3 (NCI-AFU-79-21)	
2.	Rule 3.1. Bills from foreign countries should be kept for 3 years after the close of the fiscal year in which they are reviewed and paid. Based on past experience of our Tort Claims and Litigation Division, retention of at least one year back would insure no duplicate billing.		
	Rule 7.1. The investigation reports include potential claims. One to two years has been the norm for foreign governments to adjudicate a claim. In a		

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country where there is no statute of limitations, the investigative reports may need to be kept indefinitely, or at least until the host country would no longer process a claim because of equitable principles.

3. Rule 8. This rule is deleted and reserved since international agreement reimbursement reports are no longer required.

TABLE 51-4 of AFMAN 37-139 (TABLE 112-1 of AFR 4-20)

CLAIMS RECORDS				
	A	B	C	D
R U L E	If the records are or pertain to	consisting of	which are	then
3.1	completed claims case files (except hospital recovery claims, rule 15) for which the Judge Advocate General is responsible	international agreement claims		destroy 3 years after the close of the fiscal year in which claims are settled.
7.1	claims reports	investigation reports involving an international agreement		destroy 2 years after lapse of foreign statute of limitations, or when foreign country indicates appropriate, whichever is longer. (note)
8	(RESERVED)			(RESERVED)

Note: Do not retire to a Federal records center. [Added by Richard A. Wire per Olthec Croem's OK, 3-18-96]