

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	101-AFU-98-3
1. FROM (Agency or establishment) DEPARTMENT OF THE AIR FORCE		DATE RECEIVED	8-3-98
2. MAJOR SUBDIVISION HQ COMMUNICATIONS & INFORMATION CENTER		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION CORPORATE INFORMATION DIVISION		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	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 DENISE MALLOY	5. TELEPHONE 703-588-6193	DATE	ARCHIVIST OF THE UNITED STATES
		12-14-98	<i>John W. Part</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 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 <i>21 Jul 98</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Cheryle D. Gumaer</i>	TITLE CHERYLE D. GUMAER Air Force Records Manager
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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 GRS OR SUPERSEDED JOB CITATION	10.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>Base Stock Record Accounts</p> <p>Air Forces proposes changes to Table 23-4</p> <p>Rules 29, 30, and 31 have been changed to reflect a new automated serial number reporting process developed for base stock record accounts.</p> <p>See attached table format showing how we want to describe the retention of these records</p>		

TABLE 23-4 . Continued

	A	B	C	D
R U L E	If the records are or pertain to	consisting of	which are	then
<i>Item 1</i> 29	weapons and COMSEC serial number data	serial number images identified by National Stock Numbers (NSN) which contain a Serialized Reporting Code (SRC) identifier in the FEDLOG data and	processed internal to D002A (SBSS) programs, reported to AFEMS (C001), Small Arms Registry (D184), Serial Number Control System (SNCS), and maintained internally on SBSS detail records or on CAMS records in the case of airborne COMSEC.	destroy when serial numbered assets are shipped from the base. AUTH:
<i>Item 2</i> 30		serial number electronic transaction images processed internal to the D002A (SBSS)	applicable to serial numbered COMSEC and weapons assets shipped/ transferred from the base to another base or back to the source of supply	maintain D002A (SBSS) transaction history (electronically, preferred method) for two years and then destroy. AUTH:
<i>Item 3</i> 31		Reconciliation reports, serial number listings, and comparable management products prepared from weapon and COMSEC serial number electronic transaction images		destroy when superseded, obsolete or no longer needed. AUTH: