REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS
(See Instructions on Reverse)

TO: GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)
DEPARTMENT OF THE AIR FORCE, HQ USAF

2. MAJOR SUBDIVISION
Directorate of Administration

3. MINOR SUBDIVISION
Documentation Systems Division

4. NAME OF PERSON WITH WHOM TO CONFER
Mr. C.C. Ratcliffe

5. TEL. EXT.
11/29219

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request are not now needed for the business of this agency or will not be needed after the retention periods specified.

Date
22 JUL 1974

HERBERT G. GEIGER, Chief
Documentation Systems Division
Directorate of Administration

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION OF ITEM</th>
<th>SAMPLE OR JOB NO.</th>
<th>ACTION TAKEN</th>
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| 1        | MATERIEL MOVEMENT RECORD (75-4)  
(Applicable Air Force-wide) | NN | 170-33 |

The attached addition to AFM 12-50, table 75-4, provides disposal standards for documentation pertaining to Department of Transportation Special Permits. Permits are authority to deviate from normal shipping requirements imposed by the Code of Federal Regulations for hazardous materials. The proposed disposition of destroying when no longer needed, or after 1 year, whichever is sooner is considered adequate for Air Force needs.

(Submission of this request to GAO is not contemplated nor considered necessary.)
<table>
<thead>
<tr>
<th>RULE</th>
<th>A</th>
<th>B</th>
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<th>D</th>
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<tr>
<td>24</td>
<td>Department of Transportation Special Permits</td>
<td>new or modified special permits, waiver of Federal, state, municipal or other authorities regulations for the transportation of explosives or other dangerous materiels by commercial carriers, and related papers</td>
<td>at all cargo transportation activities</td>
<td>destroy when no longer needed, or after 1 year, whichever is sooner.</td>
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