

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC-AFU-75-008

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

In 1989, Air Force submitted N1-AFU-90-003 to cover all of their temporary items in AFR 12-50, Volume II, Disposition of Air Force Records (dated 1987) under a single job number. This schedule contains only temporary items, has not otherwise been superseded

Date Reported: 7/23/2024

NC-AFU-75-008

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

1 item
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. K. J. Bilek
5. TEL. EXT.
11/29209
6. CERTIFICATE OF AGENCY REPRESENTATIVE:

AFU

LEAVE BLANK	
DATE RECEIVED OCT 23 1974	JOB NO. NC - AFU-75 - 8
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.	
<i>10-30-74</i> (Date)	<i>James B. [Signature]</i> Archivist of the United States

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 of 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

18 OCT 1974

Herbert G. Geiger
(Signature of Agency Representative)

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

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	MEDICAL FOOD SERVICE RECORDS (168-11) (Applicable Air Force-Wide) See attached table 168-11 with a new rule 7 which provides disposition instructions for food production and service documentation. The retention period will adequately serve all administrative and legal purposes of the Air Force.	DLT 168-11 Rule 7	

Copy to Agency 11/5/74

TABLE 1GS-11

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
5	* Food purchasing, control, storing, issuing, and food cost data	* Advance Orders, Subsistence Requests (AF Form 287), Tally-In-Out (AF Form 129), and Food Purchase/Use Record (AF Form 1742), and extended copies Food Issue Record (AF Form 543)		Destroy after 1 year, unless needed for operational purposes.
6	* menu planning	Regular and Therapeutic Hospital Menus, Menu Planner and Analysis (AF Form 2580), Therapeutic Worksheet - Breakfast (AF Form 2495), Therapeutic Worksheet - Dinner/Supper (AF Form 2496)	master copies	
7	* food production and service	Outpatients' and Visitors' Meal Log (AF Form 2563), Medical Food Service Cash and Forms Receipt (AF Form 2570), Recipe Popularity Record (AF Form 2571), Meat/Salad Worksheet (AF Form 2575), Baker's Worksheet (AF Form 2574), Diet Worksheet (AF Form 2486), Food Temperature Chart (AF Form 2582), Cooks Worksheet (AF Form 679)		destroy immediately after purpose has been served.