

**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

AFU

LEAVE BLANK	
DATE RECEIVED JAN 23 1975	JOB NO NC - AFU - 75 - 41
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>2-21-75</i> (Date)	<i>James B. Rhoads</i> Archivist of the United States

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

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

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

20 JAN 1975

Herbert G. Geiger

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

Date (Signature of Agency Representative) (Title)

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	PROGRAM ADMINISTRATION RECORDS (50-1) (Applicable to Air University only) See attached table 50-1, rule 21 which describes certain permanent documents concerning Air Force education programs. They contain historical documentation created since the beginning of AU, and are of a continuing source of information for educational programs in the conduct of current business. Documents must remain at the Air University for responding to the Air Staff Board, Office Secretary of Defense and matters concerning Congressional interest. The retention of this documentation at AU will best serve the interest of the Air Force.	DLT 50-1 Rule 21	

Copy to Agency 2/25/75

TABLE 50-1 (Continued)

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
21 *	educational source documents	studies, reports on education requirements of the AF, AU's role in meeting these requirements, studies on the effectiveness of educational programs, techniques, and related material	at Air University	retain until inactivation of AU or when no longer needed for reference purpose, then retire as permanent. <i>Offer eventually to National Archives.</i>