

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

Item

AFU

LEAVE BLANK	
DATE RECEIVED SEP 18 1975	JOB NO. NC - AFU - 76 - 5
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.	
9-26-75 (Date)	<i>James B. Rhoads</i> Archivist of the United States

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

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.
756-2384

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.

12 SEP 1975

Herbert G. Geiger
(Signature of Agency Representative)

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

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	INDIVIDUAL ACADEMIC RECORDS (50-2) (Applicable Air Force-Wide) See attached table 50-2, rule 21.1 establishing disposition instructions for copies of maintenance standardization and evaluation program documents, maintained by unit quality control. This file provides deficiency trends used by Quality Control Evaluators to maintain a record of tasks evaluated to reduce duplication of task evaluation and to ensure that an evaluation of the continuing training program is effected. The retention period for these copies will adequately serve all legal and administrative requirements of the Air Force.	DLT 50-2 Rule 21.1	

*11/02 Record
NAB*

Copy to Agency 10-1-75

TABLE 50-2

Individual Academic Records

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
21.			duplicate copies maintained by unit Quality Control	Destroy when no longer needed, or 2 years after evaluation, whichever is sooner