

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

*Titmas*

*AFU*

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

LEAVE BLANK	
DATE RECEIVED APR 4 1976	JOB NO. 36
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.	
5-21-76 (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

PRESTON B. SPEED

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

8 APR 1976

*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
	<p><u>CIVIL ENGINEERING RED HORSE PROGRAM RECORDS</u> <u>Table 93-2 (Applicable Air Force-wide)</u></p> <p>The purpose of this submission is to establish disposition criteria for documents created under the Rapid Engineering Deployable Heavy Operations Repair Squadrons, Engineering (RED HORSE) program. RED HORSE units provide highly mobile, self-sufficient, and rapidly deployable civil engineering capability. Their functions include heavy damage repair for restoration of Air Force-controlled facilities, heavy maintenance of air bases and remote sites, and engineering support for aircraft operations, particularly in bare base environments, during initial and sustained phases of contingency operations.</p> <p>The RED HORSE program is an innovative Air Force approach for the provision of civil engineering support and operates as an independent function. The effectiveness of their operations during the Vietnam war and other crises support in the post-war era has generated keen interest in the program. HQ USAF has primary responsibility for policy formulation while the Air Force Civil Engineering Center (AFCEC) exercises managerial control. We feel that the documents described in Rule 1 of our proposed table document a major function of the Air Force and have sufficient value for historical and research purposes to warrant permanent retention.</p>	<p>NN 170-33</p>	

*Copy to Agency & NCW 5-24-76 (K)*

**REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet**

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>The deployment and project files are essentially duplicative of documents scheduled under AFM 12-50, Table 89-1. However, Table 89-1 does not provide adequate disposition authority for the records maintained by RED HORSE squadrons and other planning, management, and reportorial documents created under the program.</p>		

\* TABLE 93-2

CIVIL ENGINEERING RED HORSE PROGRAM RECORDS

R U L E	A  If documents are or pertain to	B  consisting of	C  which are	D  then
1	programming documents	documents that reflect the development, formulation and issuance of policies, procedures, and the exercise of managerial control of RED HORSE programs	at HQ USAF and AFCEC	retire as permanent. <i>offer to NARS when 10 years old.</i>
2	plans	contingency/operations and MAC affiliation plans with related background material		destroy when superseded
3	deployment and project files	estimates, military construction project data, work directives, project approval and funding information, work orders, engineering drawings, diagrams, specifications, and any pertinent data such as feeder reports (messages and transitory narrative reports of work stoppages, other labor situations, equipment and materiel deficiencies, and other data used for background information and control	at HQ USAF and MAJCOMs	destroy 3 years after completion of project
4			at bases	see table 89-1
5			on projects that have been disapproved	destroy after 2 years
6			at RED HORSE squadrons	destroy when purpose has been served (see Note)

TABLE 93-2 (Continued)

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
7	reports	mobility status reports (C-ratings) on personnel and equipment		destroy when purpose has been served, or after two years, whichever is sooner
8		squadron activity reports		
9		vehicle status reports with information on vehicle location, losses and gains		
10		personnel and TDY manning reports		
	<p>NOTE: Forward DD Form 1354, Transfer and Acceptance of Military Real Property, to the host BCE and one set of reproducible as built drawings, all brochures of warranties on installed equipment and any maintenance data that might aid the BCE personnel within 30 days after acceptance.</p>			