

4 items

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

AFU

LEAVE BLANK	
DATE RECEIVED MAY 3 1976	JOB NO. NC1-AFU-76-41
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.	
5-18-76	<i>James B. Woods</i> Archivist of the United States
(Date)	

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.

27 APR 1976

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	PHYSICAL EXAMINATION RECORDS AND MEDICAL BOARD PROCEEDINGS (160-2) (Applicable to the AF Academy Only) The attached table 160-2, rules 6 and 6.1 have been added to expand and provide a more adequate description and disposition criteria for documentation maintained by the Department of Defense Medical Examination Review Board (DODMERB). The recommended retention period will adequately serve all legal and administrative requirements of the DODMERB. The microfilm for this documentation is retained for 5 years.	DLT 160-2 Rules 6 and 6.1	

Copy to Agency 5-19-76 DC

TABLE 160-2

PHYSICAL EXAMINATION RECORDS AND MEDICAL BOARD PROCEEDINGS

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
6 *	successful appli- cants to a Service Academy/ROTC Schol- arship Program	original hard copy of physical examination re- ports and other docu- mentation of medical qualifications of appli- cants to a Service Academy/ROTC Schol- arship Program	at the DOD Medical Review Board	as of 30 June each year,
6.1 *	unsuccessful appli- cants to a Service Academy/ROTC Schol- arship Program			forward to the Academy or ROTC program to which the applicant has been accepted
6.2			at examining facilities	as of 30 June each year, destroy after conversion to microfilm.
6.3	all applicants to a Service Academy/ ROTC Scholarship Program	microfilm copies of rules 6 and 6.1	at the DOD Medical Review Board	destroy after 1 year.
				maintain for 5 years and as of 30 June each year, de- stroy microfilm of over aged applicants.