

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

*S. J. [unclear]*  
TO: GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

*AFU*

LEAVE BLANK	
DATE RECEIVED JUN 7 1976	JOB NO. NC1-AFU-76-45
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.	
6-30-76 (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  
MR. 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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

**1 JUN 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>R &amp; D PLANNING AND PROGRAMMING RECORDS (Table 80-1) (Applicable Air Force-wide)</p> <p>The purpose of this submission is to establish disposition authority for Independent Research Fund Records (Laboratory Director's Funds). The records are not currently scheduled in AFM 12-50.</p> <p>The Independent Research Fund was created to make some funds available to the laboratory director without the usual justification, review, and delay associated with the annual budget cycle. Depending on the mission and nature of the work of the particular laboratory, a fraction of the annual budget is set aside for work judged by the laboratory director to be of promise of importance.</p> <p>Scientific breakthroughs that are worthy of further development are transferred to the regular research and development program. Those that remain require post-research study and analysis. A five-year retention after completion is allowed for decision to continue additional independent research or abandon the research effort.</p>	<p>NN 170-33</p>	

*Copy to Agency 7-6-76*

TABLE 80-1

## R &amp; D PLANNING AND PROGRAMMING RECORDS

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
21	Independent Research Fund Records (Laboratory Director's Funds)	documents pertaining to requests for independent research, copies of funding allocations and related documents involving use of laboratory director's funds/discretionary funds	approved or pending approval by commander/ chief scientist	destroy 2 years after close of FY in which effort was completed or terminated.
22			disapproved and rejected requests	destroy after two years or when no longer needed.
23		independent research records, correspondence, scientific breakthroughs, quarterly reports, technical reports, authorization documents, drawings, specifications, technical evaluations, results and conclusions, etc.	accumulated and maintained as a complete case file by the technical engineer/ scientist assigned responsibility for the effort but not transferred to the regular R & D program	destroy 5 years after the close of FY in which the was completed or terminated.
24			independent research records transferred to the regular R & D program	see T 80-2, Rule 1
25			documents accumulated by HQ USAF, HQ AFSC and other activities	destroy on completion or termination of effort.

Attach 1