

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

2 items

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. C. J. PHILLIPS

5. TEL. EXT.

756-2383

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED SEP 30 1976	JOB NO. NC1-AFU-76-71
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.	
10-22-76 (Date)	<i>James B. Rouse</i> Archivist of the United States

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.

24 SEP 1976

Herbert G. Geiger
(Signature of Agency Representative)

**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 align="center">QUALITY ASSURANCE PROGRAM (QAP) (Table 177-35)</p> <p>Proposed revision provides more specific disposition instructions. Rule 1 is revised to reflect disposition at the Air Force Accounting and Finance Center (AFAFC) and Major Commands (MAJCOMS) and the retention period is reduced from 10 years to 3 years.</p> <p>Rule 1.1 is added to reflect disposition at local accounting and finance offices (AFOs) reflecting a retention period of 1 year.</p> <p align="center">(BEING SUBMITTED CONCURRENTLY TO GAO)</p>		

Copy to Agency & SAC 10-27-76 CD

TABLE 177-35 QUALITY ASSURANCE PROGRAM (QAP)

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
1	planning	records on developing, formulating, and issuing policies, guidelines, and overall direction of the QAP for all A&F operations	*at issuing activities at AFAFC and MAJCOMS	*destroy 3 years after superseded, obsolete, or inactivation of activity
1.1 *			at AFOs	destroy 1 year after superseded, obsolete, or inactivation of office.
<p>*denotes changes from current Table 177- 35</p>				