

**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-76-83
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. Rhoads</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.

27 SEP 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 align="center">JUMPS DOCUMENTATION AT AFAFC (Table 177-30)</p> <p>Proposed revision of rule 1 will standardize the disposition authority for all documents considered "original accounts" by removing specific retention period from rule 1 and referring to T 177-5.</p> <p>Rule 22 is deleted. This product was discontinued in April 1976 with the concurrence of AFAFC offices of primary responsibility and the local GAO office. The data on this product also appears on the six-month MMPA history (rule 6) which is retained for 56 years. Request authorization to destroy all copies of the cross-reference data and after separation transactions immediately.</p> <p>Proposed revision of rule 24 expands column A to include FITW data, includes distribution to IRS, and lengthens retention period to meet requirements of Department of the Treasury Circular E, para 24.</p> <p align="center">(BEING SUBMITTED CONCURRENTLY TO GAO)</p>	<p>NC1 AFU-76- 34</p>	

Copy to Agency & NC 10-27-76

TABLE 177-30 JUMPS DOCUMENTATION AT AFAFC

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
1	substantiating documents		forwarded to AFAFC by accounting and finance offices and consolidated base personnel offices	*retire after 18 months to Denver FARC (see T 177-5).
22	*(reserve)	(see justification on SF-115)		
24	*FICA wages and/or FITW deductions	amounts of FICA wages/ deductions and FITW deductions for military members	*copies of quarterly reports sent to Social Security Administration or Internal Revenue Service	*destroy 4 years after periods to which they pertain.