

REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS

(See Instructions on Reverse)

1 item

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

NOV 30 1976

JOB NO.

NC 1-AFU-77-42

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.

2/28/77
(Date)

Rhoads
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.

19 NOV 1976

Herbert S. Geiger
(Signature of Agency Representative)

HERBERT S. 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
	GROUND C-E FACILITY PROGRAMMING, PLANS, AND TECHNICAL REPORTS (Table 100-4) (Applicable Air Force-wide)	NN 170-33	
1	Proposed change reduces retention period for certain base wire communications program (BWCP) documentation to allow destruction one year after receipt of superseding or replacement documents. Brochure is revised periodically based on data obtained at BWCP Conferences usually held on an annual basis. Brochure is kept current at all times as changes are accomplished thru BWCP Conferences and revised Brochure is distributed within 4 months following the conference. As previously approved base wire communications systems are included in each revision, permanent retention is unnecessary. Rule 14 is revised as shown on attached decision logic table.	NN 173-41 NN 173-227 NC-AFU 75-19	
2	Rule 16 is deleted. This rule is no longer required. Documentation described in this rule is covered in proposed change to Table 100-3, C-E Program Implementation Records, submitted on separate SF-115.		

TABLE 100-4 GROUND C-E FACILITY PROGRAMMING, PLANS, AND TECHNICAL REPORTS

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
14	base wire communications system (BWCS) program data	base wire communications program (BWCP) brochures, BWCP requirements/resources data (government owned and commercial leased) and related data	base communications CEM program office and supporting AFCS Area (EP)	* retain for 1 year after receipt of superseding or replacement document, then destroy.
15			all units and agencies other than rule 14 above	destroy upon receipt of superseding or replacement document.
16	*(reserve)	(present rule 16 being deleted and included in Table 100-3, as rule 4.1 being submitted separately)		