

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

**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.

**767-4496**

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED <b>27 SEP 1977</b> <b>NC1 AFU 77 104</b>	JOB NO. <b>104</b>
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.	
<b>10-31-77</b> <i>James B. Rhoads</i> (Date) <i>Archivist of the United States</i>	

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 3 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

**2 SEP 1977**

*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
1	COUNTERINTELLIGENCE OPERATIONS AND PUBLICATIONS (Applicable Air Force Force-Wide)  See attached table 124-2, rules 13 through 16 which are being added in compliance with DOD Directive 2000.12, Protection of DOD Personnel Abroad Against Terrorist Acts. Selected documents may be used to protect the legal and fiscal rights of the government. The recommended retention periods will adequately serve all Air Force requirements.	(124-2)  NC1-AFU 76-18	

115-106

*Sent to agency 11/1/77*

*4 items*

TABLE 124-2

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
13	Counterterrorism (CT) Services	Reports and correspondence related to development of CT programs for US Government agencies, DOD/USAF Commanders.	Record copies at HQ AFOSI.	Destroy after 5 years or when no longer needed, whichever is longer.
14			Copies retained at AFOSI field extensions.	Destroy after one year or when no longer needed, whichever is longer.
	OSI=Office of Special Investigations			

TABLE 124-2

R U L E	A If documents are or pertain to	B consisting of	C which are	D then
15	Counterterrorism Briefings/Training	Reports of briefings/ training related to the terrorist threat at a particular area as well as the general threat in large over- sea areas. The brief- ings also include techniques that can be employed to counter the threat.	Retained at HQ AFOSI	Destroy after 5 years or when no longer needed, whichever is longer.
16			Copies retained at AFOSI Field Exten- sions.	Destroy after 90 days or when no longer needed, whichever is longer.