

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Read new 28 JUN 78

TO **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
DEPARTMENT OF THE AIR FORCE, HQ USAF

2. MAJOR SUBDIVISION
DIRECTORATE OF ADMINISTRATION

3. MINOR SUBDIVISION
DOCUMENTATION SYSTEMS DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Mrs. Grace T. Rowe

5. TEL EXT.

767-4644

LEAVE BLANK	
JOB NO	NCI-AFU 78 42
DATE RECEIVED	JUN 28 1978
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<i>7-5-78</i> Date	<i>James E. O'Neil</i> Acting Archivist of the United States

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.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE 22 JUN 1978	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Herbert G. Geiger</i>	E. TITLE HERBERT G. GEIGER, Chief Documentation Systems Division Directorate of Administration
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	<p align="center">PERSONNEL IDENTIFICATION AND PASS RECORDS (Table 30-2) (Applicable Air Force-Wide)</p> <p>Base security police issue sub-blocks of AF Form 66, USAF Registered Vehicle (Accountable), to several base vehicle registration agents. In order to effectively trace the owners of vehicles by individual AF Forms 66, the receipt for accountable forms reflecting base registration agents maintaining individual registration forms must remain in active records until the current series of AF Forms 66 expires. The Air Force currently operates a 3-year rather than an annual registration. The action requested in rule 15.1 will satisfy the Air Force requirements for these records.</p>	NCI-AFU-77-10	

1 item

MA to agency only 7-7-78

TABLE 30-2

PERSONNEL IDENTIFICATION AND PASS RECORDS

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
15.1 *	Accountability records for installation private vehicle registration identification (decals)	logs, registers, receipts for blank accountable forms, destruction certificates for destroyed blank accountable forms and similar records.	completed by issuing officers to record the issuance of sub- block's of vehicle registration identification forms to official vehicle registration agents.	destroy 60 days following expiration of validity period for that series of vehicle registration decal.