REQUEST FOR RECORDS DISPOSITION AUTHORITY
(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, 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

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 D. SIGNATURE OF AGENCY REPRESENTATIVE E. TITLE
22 JUN 1978 HERBERT G. GEIGER, Chief Documentation Systems Division Directorate of Administration

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)</th>
<th>SAMPLE OR JOB NO</th>
<th>ACTION TAKEN</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>PERSONNEL IDENTIFICATION AND PASS RECORDS (Table 30-2) (Applicable Air Force-Wide)</td>
<td>NCI-AFU-77-10</td>
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<td>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.</td>
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<tr>
<td>RULE</td>
<td>A</td>
<td>B</td>
<td>C</td>
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<tr>
<td>15.1</td>
<td>Accountability records for installation of private vehicle registration identification (decals)</td>
<td>logs, registers, receipts for blank accountable forms, destruction certificates for destroyed blank accountable forms and similar records.</td>
<td>completed by issuing officers to record the issuance of sub-block's of vehicle registration identification forms to official vehicle registration agents.</td>
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