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
2. MAJOR SUBDIVISION
   1947 Administrative Support Group (HQ USAF)
3. MINOR SUBDIVISION
   Information Management & Resources Division
4. NAME OF PERSON WITH WHOM TO CONFER
   Mr. K. J. Bilek
5. TEL EXT.
   767-4496

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
   31 AUG 1978
D. SIGNATURE OF AGENCY REPRESENTATIVE
   Herbert G. Geiger
E. TITLE
   HERBERT G. GEIGER, Chief
   Information Mgt and Resource Div

7. ITEM NO
8. DESCRIPTION OF ITEM
   (With Inclusive Dates or Retention Periods)
   SECURITY POLICE RECORDS
   (Applicable Air Force-wide)
   125-1

9. SAMPLE OR JOB NO.
10. ACTION TAKEN

See attached table 125-1, rule 20, which identifies project identification under the Air Force Crime Prevention Program and provides disposition instructions. The retention period will adequately serve all Air Force requirements.
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Record Type</th>
<th>Destruction</th>
</tr>
</thead>
<tbody>
<tr>
<td>18</td>
<td>Firearm authorization for employees</td>
<td>USAF employee firearm authorization, and related documents</td>
<td>Record copies, destroyed 2 years after expiration or revocation.</td>
</tr>
<tr>
<td>19</td>
<td>Authorization to purchase firearms</td>
<td>Forms authorizing USAF personnel to purchase privately owned firearms</td>
<td>Individuals' copies, destroyed immediately on revocation or expiration date, whichever is sooner.</td>
</tr>
<tr>
<td>19.1</td>
<td>Authorization to purchase firearms</td>
<td>Forms from owner which identify property under Air Force Crime Prevention Program</td>
<td>Maintained by Security Police Office, destroyed 1 year after departure of owner.</td>
</tr>
<tr>
<td>20</td>
<td>Project identification participation notice</td>
<td>Forms from owner which identify property under Air Force Crime Prevention Program</td>
<td>Destroy 1 year after owner has been reassigned or separates.</td>
</tr>
<tr>
<td>21</td>
<td>Entry control records</td>
<td>Registers of personnel, motor vehicles, or other property moving into or from restricted or controlled areas</td>
<td>Necessary for control purposes, destroyed after 3 months.</td>
</tr>
<tr>
<td>22</td>
<td>Barred personnel</td>
<td>Records pertaining to persons prohibited from entering US military installations for cause; i.e., those who are security-loyalty risks, who possess undesirable traits of character, or whose conduct is prejudicial to good order and discipline</td>
<td>Documents relating to authority to bar from US military installations for inactivated installations, destroyed 3 years after removal from the barred list.</td>
</tr>
<tr>
<td>23</td>
<td>Armed Forces disciplinary control board</td>
<td>Reports of board proceedings, recommendations to the board, supporting documents</td>
<td>Established per AFR 125-11, destroyed after 5 years.</td>
</tr>
<tr>
<td>24</td>
<td>Charter or directive creating board</td>
<td>Establishments per AFR 125-11</td>
<td>Destroy 5 years after board is dissolved.</td>
</tr>
<tr>
<td>25</td>
<td>Records related to off-limit actions</td>
<td>Establishments per AFR 125-11</td>
<td>Destroy 5 years after off-limits action is voided.</td>
</tr>
<tr>
<td>26</td>
<td>Military dog records</td>
<td>Military dog training and utilization, immunization,</td>
<td>Destroy 5 years after death or retirement of dog to the Military</td>
</tr>
<tr>
<td>27</td>
<td>Board member files</td>
<td>Establishments per AFR 125-11</td>
<td>See table 25-3.</td>
</tr>
</tbody>
</table>