

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

*Rec. 10/21/78* ✓

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 and Resources Division

4. NAME OF PERSON WITH WHOM TO CONFER

Mr K. J. Bilek

5. TEL EXT

767-4496

LEAVE BLANK
JOB NO  <b>NC 1 AFU- 79 2</b>
DATE RECEIVED  <b>OCT 4 1978</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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10
<i>10-17-78 James E. O'Neill</i> Date <i>Acting</i> 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 <b>27 SEP 1978</b>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Herbert G. Geiger</i>	E. TITLE <b>HERBERT G. GEIGER, Chief Information Mgt and Resource Div</b>
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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"><b>WARTIME PLANNING RECORDS (28-1) Rules 1, 1.1, &amp; 3)</b> (Applicable to Specified Commands)</p> <p>See attached table 28-1, rule 1.1 which identifies master sets of plans developed under the Joint Operating Planning System (JOPS) established by the Joint Chiefs of Staff in JCS SM-776-76. These plans are written according to JOPS and not Air Force Regulations, and are written for a specified commander responding to a Joint Strategic Capabilities Plan (JSCP) or other JCS/unified/specified command tasking. The permanent retention of these plans agree with JCS SM-776-76, JOPS, Volume I, 24 Sep 76.</p> <p>Rule 1.1. PERMANENT. Offer to NARS when 25 years old. Estimated annual volume: 4 cubic feet. Arrangement: Subject-numeric by type of plan.</p> <p><i>Master Set of Plans. Permanent.</i> Rule 1: Estimated annual volume: 5 cubic feet. Arrangement: <i>and other data:</i> Same as above.</p> <p><i>Implemented Plans. Permanent.</i> Rule 3: Estimated annual volume: 5 cubic feet. Arrangement: <i>and other data:</i> Same as above.</p> <p>TPFDL-Time-phased Force and Deployment List</p>		

*sent to WNB, NNM, & Agency & NCU  
MGI 10-19-78*

28. War Planning. These tables cover documentation pertaining to policies and procedures for the development, administration, and support of USAF plans pertaining to the AF wartime mission. Publications concerning planning in specific areas are placed in the appropriate subject series tables.

TABLE 28-1

WARTIME PLANNING RECORDS				
R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are at	then
1	master set of plans	the USAF War and Mobilization Plan (WMP), USAF Planning Concepts (The Plan); Continuity of Operation (COP DAF) Plan; Survival, Recovery, and Reconstitution (SRR) Plans, augmentation plans, and all plans written in support of JCS, HQ USAF, and unified command plans	HQ USAF and MAJCOMs	when superseded, obsolete, or when implemented, the office of origin retires as permanent one copy of all plans with essential source material, annexes, appendices, tabs, and all changes thereto.
1.1 ★	Joint Operating Planning System (JOPS) master set of plans	camera ready pages, background material, JCS approval documents, maps, flight plans, charts, and TPFDL Listings and agency coordination sheets for JOPS prepared Operation Plans	specified commands	when no longer required by the JCS will be retained by the office of origin for 2 years, then the record copy and all background information will be retired as permanent.
2	support plans	documents similar to those described in rule 1, received from subordinate echelons, lateral commands, and other defense agencies for monitoring purposes and/or for coordination of planned operations		destroy when superseded or obsolete.
3 ★	implemented plans	a master set of implementations of the planning documents covered in rule 1	implementing headquarters	retire as permanent with essential source material.
4	basic planning records	basic wartime plans, operations plans and orders, augmentation plans, continuity of operations plans, and similar media with essential source material providing guidance and requirements to support higher headquarters wartime planning		destroy when related plan or order becomes superseded or obsolete.

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