

REQUEST FOR RECORDS DISPOSITION AUTHORITY  
(See Instructions on reverse)

*Rec. 3/12/79*

LEAVE BLANK	
JOB NO	NCI-AFU-79-22
DATE RECEIVED	12 MAR 1979
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date	<i>4-8-79 James B. Rhoads</i> Archivist of the United States

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

Preston B. Speed

5. TEL. EXT.

694-3495

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
8 MAR 1979	<i>Herbert G. Geiger</i>	HERBERT G. GEIGER, Chief Information Mgt and Resources Div

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>CONTRACTOR TECHNICAL REPRESENTATIVE/TECHNICIAN RECORDS (Table 70-12) (Applicable Air Force-wide)</p> <p>The purpose of this submission is to revise disposal authority for informational personnel records maintained on technical representatives of Air Force weapons systems contractors.</p> <p>The records are used to verify security clearances and document services provided by contractor personnel. The change is necessary to make the information available in budgeting cycles.</p> <p>The proposed criteria will satisfy our current record-keeping requirements.</p>	NN 170-33	

*1 item*  
Copy sent to Agency: 4-10-79: R.T.D.

TABLE 70-12

## CONTRACTOR TECHNICAL REPRESENTATIVES/TECHNICIANS RECORDS

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
2	technical representa- tive personnel records	informational personnel records, such as character references, security obliga- tions, letter orders, and miscellaneous records which document the services of civilian representatives of contracting corporations	below MAJCOMs	destroy after one year, or when no longer needed, which- ever is sooner.