

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

LEAVE BLANK	
JOB NO <b>NCI-AFU-79-31</b>	
DATE RECEIVED <b>25 APR 1979</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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date	<i>Revised</i> _____ Secretary 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 & Resources Division**

4. NAME OF PERSON WITH WHOM TO CONFER  
**Mr. Neil Vandergraaf**

5. TEL EXT.  
**694-3494**

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>18 APR 1979</b>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Herbert G. Geiger</i>	E. TITLE <b>HERBERT G. GEIGER, Chief Information Mgmt and Resources Division</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>NONAPPROPRIATED FUND PERSONNEL RECORDS (T176-2) (APPLICABLE Air Force-wide)</p> <p>Attached proposed change to table 176-2 proposes to add note 3 to rule 15 in column D.</p> <p>The addition of note 3 is necessary to satisfy an agreement reached between the United States Department of State and the Filipino Government to credit Filipino employees of the United States Government nonappropriated fund service experience to apply for special immigrant status to the United States. Request authorization to retire the Filipino records involved to the NPRC/CPR under the provisions of rule 14.</p> <p>The above retention criteria will satisfy Air Force requirements.</p>	<p>NN-172 212</p>	

*close out 11-6-79 (revised)*

TABLE 176-2

## NAF PERSONNEL RECORDS

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
14	no change	no change	*records of all regular US citizens/US nationals. Also, all regular non-US citizen employees employed within the US, its possessions or terri- tories	no change
15			*records of aliens em- ployed outside the US, its possessions or territories	*destroy 5 years after termination of employment. For exceptions see note 3.
17	no change	no change	no change	*destroy after 2 years. (Excep- tions: (1) On discontinuance of an instrumentality destroy when any discrepancy involved is cleared per table 175-2 (note 2). (2) Retain records of Turkish employees in Turkey indefinitely.)
18	no change	no change	no change	
	ADD:* Note 3. Retain folders of Turkish employees in Turkey indefinitely after termination of employment. Transfer folders of Filipino employees to NPRC/CPR per rule 14. If US agreements with other countries or other countries' laws require longer retention period, submit exception requirements to HQ USAF/DAA(S).			