

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NCL-AFU-80-19	
DATE RECEIVED 4-7-80	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
4-21-80 Date Acting	<i>James E. O'Neil</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

Mrs Grace T. Rowe

5. TEL EXT

694-3527

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 1 MAR 1980	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Herbert G. Geiger</i>	E. TITLE HERBERT G. GEIGER, Chief Information Mgt and Resource Div	
7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	PERFORMANCE REPORTING AND QUALITY CONTROL RECORDS (Table 35-5, Applicable Air Force-wide) The purpose of this submission is to update rules 11-14 to conform with the recent revisions in the Personnel Reliability Program. The disposition criteria requested will satisfy Air Force requirements.	NN 173-47	4 items

Copy to agency Closed 4-24-80

TABLE 35-5 Performance Reporting and Quality Control Records (Note 1)

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
11 *	Personnel Reliability Program (PRP) decertification case file	documents relating to AFR 35-99 decertification of officers and airmen and their final disposition	which are forwarded to AFMPC/MPCRPP2	destroy upon completion of review
12			at consolidated base personnel office	*destroy upon receipt of notification of higher head- quarters review
13 *	Personnel Reliability Program certification	forms used in the personnel reliability program certification/decertifica- tion and screening process	used for permanent decertification	retain in permanent section of Unit Personnel Record Group (UPRG); destroy certificate only when restriction is removed in accordance with AFR 35-99
14 *			used for certification	file in UPRG, destroy when member is no longer filling a PRP position
	Office Symbol Explained AFMPC/MPCRPP2 Air Force Manpower and Personnel Center/ Resources and Distribution			Utilization Policy Branch, Directorate of Personnel