

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

<b>LEAVE BLANK</b>	
JOB NO NC1-AFU-80-26	
DATE RECEIVED 5-5-80	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date <i>6-20-80</i>	<i>James E. O'Neill</i> Acting 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 Resource Division**

<b>4 NAME OF PERSON WITH WHOM TO CONFER</b> Preston B. Speed	<b>5 TEL EXT</b> 694-3495
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**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.**

<b>C DATE</b> 30 APR 1980	<b>D SIGNATURE OF AGENCY REPRESENTATIVE</b> <i>Herbert G. Geiger</i>	<b>E. TITLE</b> <b>HERBERT G. GEIGER, Chief Information Mgt and Resource Div</b>
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<b>7 ITEM NO</b>	<b>8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)</b>	<b>9. SAMPLE OR JOB NO</b>	<b>10 ACTION TAKEN</b>
	<p align="center"><b>AIR TRANSPORTATION RECORDS</b> (Table 76-1) (Applicable to Military Air Command)</p> <p>The purpose of this submission is to establish disposal authority for air traffic handling records accumulated by Military Air Command air transportation activities. The documents are used for internal control purposes.</p>		<i>1 item</i>

115-107 *Copies to NARA, Agency*

TABLE 76-1

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
*25	Air traffic handling records	biological/re-icing/ refrigeration logs, terminating cargo/mail, manifest control logs, security cage logs and inventory, originating/ terminating MACMICAP/ VVIP control logs, and Aerial Port Movement Logs	a record of daily actions at air terminals	destroy after 3 months