

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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JOB NO NC1-AFU-80-29	
DATE RECEIVED 4/23/1980 (Revised 3/3/82)	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	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>Apr 16, 82</i>	<i>Mark H. Coon</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
Directorate of Administration, HQ USAF

3. MINOR SUBDIVISION
Documentation Management

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 22 Feb 82	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Mark H. Coon</i>	E. TITLE MARK H. COON, Maj, USAF Chief, Documentation Mgmt Directorate of Administration
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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
	<p align="center">AIR FORCE MILITARY PERSONNEL RECORDS (Table 35-1, Rule 1)</p> <p>Air Force officer and airman Military Personnel Record Group files consisting of correspondence and other documentation relating to classification, assignment, promotion, recruiting, retention, reenlistment, separation, training, education, awards, benefits, entitlements, discipline, health and similar matters. It is the primary source of information pertaining to the individual's military service. The records are used in personnel administration and to protect the legal and financial rights of the individual and of the Government. They provide a history of the member's service. These military personnel records are retired to the National Personnel Records Center (NPRC), St. Louis, Missouri, by the Air Force Manpower and Personnel Center and the Air Reserve Personnel Center. Current records were previously approved for microfilming, with the destruction of the hardcopy, in Disposition Job Nos. NC1-AFU-77-51 and NN-174-42, but no ultimate disposition was provided in either of these jobs. That is the purpose of this disposition request.</p>		

*Mass Data Sheet Required
Closed Out: 4-26-82: R.T.1
Copy to NPRC, Agency, NARM & NAB*

Request for Records Disposition Authority - Continuation

JOB NO.

PAGE OF
2 of 2

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	<p><u>DISPOSITION:</u></p> <p>Offer to the National Archives 75 years after separation of individual. The National Archives, after consultation with the Department of the Air Force, genealogists, historians, social scientists, and other interested parties, will then determine the disposition of the records based on any continuing administrative needs and their archival value. Records, if any, not selected for permanent retention by the Archives will be disposed of.</p> <p>Restrictions of access: Security classified, Privacy Act, Freedom of Information Act, and any other applicable restrictions that may apply.</p>		

MASS DATA CHANGE WORKSHEET

TYPE OF SCHEDULE

REVISION NEW NO JOB

DATE DISPOSAL AUTHORITY FILE WAS UPDATED

4-26-82

DATE CENTERS MAY BEGIN INPUTTING MASS DATA CHANGES

5-10-82

INPUT CODE

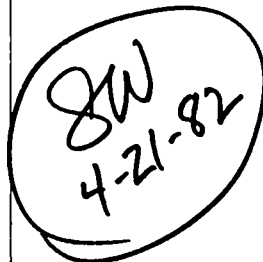
NOT AVAILABLE

INPUT CODE (if available)

3420

PRINTOUT CODE

12-50

APPLS TO RC(S)	OLD AUTHORITY	NEW AUTHORITY	OLD RETENTION PERIOD	NEW RETENTION PERIOD	NET DIFFERENCE IN NO. OF YEARS (For)	MASS CHANGE	MANUAL CHANGE
26	HQS/INS/M/5212.6	NC1-26-82-1	Unscheduled	Sample, Offer 75 years from the date of the latest record in the accession.*	n.a.		✓
342	12-50/35/1/1	NC1-AFU-80-29	Unscheduled	Sample. Offer 75 years from the date of the latest record in the accession.*	n.a.		✓
<p>*See the respective SF-115's, which are enclosed, for the specific disposition instructions.</p>							
							

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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JOB NO

NC1-AU-82-6

DATE RECEIVED

November 25, 1981

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

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 ARMY

2. MAJOR SUBDIVISION
The Adjutant General's Office

3. MINOR SUBDIVISION
Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

John G. Vos

5. TEL. EXT.

325-6044

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 3 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
23 @ 1/81	<i>Guy B. Oldaker</i>	Chief, Records Management Division

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p>OFFICIAL MILITARY PERSONNEL FOLDER FILES (FN 708-02, AR 340-18-7). Basic documents relating to the career of each military member of the Army. During service, this file provides basic documentation for Headquarters, Department of the Army. After completion of service it contains permanent, historical documentation, including records of long-term value from the military personnel records jacket. Documents placed in this file are limited to those authorized for filing therein by Department of the Army directives. The individual's efficiency file folder is included.</p> <p>DISPOSITION: Permanent.</p> <p>a. Retire to US Army Reserve Component Personnel and Administration Center (RCPAC) upon separation of the individual.</p> <p>b. Transfer to National Personnel Records Center (NPRC/MPR) after delayed documentation has been incorporated.</p> <p>c. Offer to National Archives 75 years after separation of the individual.</p>		

records are in-

Request for Records Disposition Authority - Continuation

JOB NO

PAGE OF
2 of 3

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	<p><u>BACKGROUND:</u></p> <p>a. This request replaces the SF 115 and accompanying letter dated 6 July 1981 on the same record series, which were withdrawn by telephone conversation on 20 October 1981 between Mr. Oldaker of Army and Mr. Scaboo of NARS.</p> <p>b. Army has reconsidered its position on the ultimate value of official military personnel folders of its members. We believe that the record of a soldier's service to the Nation is worth far more than the cost of its permanent retention in the National Archives. These records are a part of the Army's heritage and history, and that of the United States of America, and anything less than permanent retention is a disservice to the individual, to his or her descendants, and to the Army.</p> <p>c. A figure that has been advanced several times by NARS and others is that destruction of personnel records at 75 years vis-a-vis permanent, archival retention would, eventually, save NARS and the several Services \$1,000,000 per year. Considering that NARS (*) holds about 70,000,000 military records jackets, this would mean an annual savings of less than 1½¢ per record per year. We are convinced that, having spent several hundred thousand dollars of the taxpayer's money to train, maintain, pay, relocate, and administer a soldier during an active career, it is economic folly to destroy the record of that service in order to realize savings of this magnitude (1½¢ per record per year).</p> <p>d. Apart from the historical and archival aspects of these records, there are other, monetary reasons why they should not be scheduled for destruction <u>at any date</u>, be it finite or open-ended. These are:</p> <p>(1) <u>Genealogical</u>: Americans evince great interest in their genealogy. Given that a substantial percentage of the citizenry serves in an Army component</p> <p>(*) Statistical summary, NPRC/MPR, title: Holdings, Military Jackets as of September 26, 1980.</p>		

Request for Records Disposition Authority - Continuation

JOB NO

PAGE OF
3 of 3

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	<p>at one time or another, these records should be kept available for genealogical research. Neither the Army nor NARS should presume the ability to forecast a point in time when genealogical interest in these records will cease to exist.</p> <p>(2) <u>Rights and interests of the Army, the individual, and the taxpayer:</u> In protecting the OMPF as a permanent record, we are determined to profit by past errors and prevent their recurrence. In the mid-1960's, a decision was made to destroy record sets of Army orders after only five years. This action has cost millions of dollars, as we have had to reconstruct--from other sources--the participation of tens of thousands of soldiers in atmospheric nuclear tests, and exposure to Agent ORANGE in Vietnam. We may not know the ultimate effects of these exposures for several generations.</p> <p>e. Based on all of the above, the Army views its official military personnel folders as having permanent value, and thus recommends their permanent retention per the schedule proposed above. Further, Army urges formal appraisal and validation of these records' permanency by The Archivist of the United States at the earliest possible date.</p>		