

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

9/2/80

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
Neil Vandergraaf

5 TEL EXT
694-3494

LEAVE BLANK	
JOB NO NCI-AFU-80-47	
DATE RECEIVED September 5, 1980	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	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 9-9-80	Archivist of the United States <i>Robert H. Way</i>

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 AUG 1980	D SIGNATURE OF AGENCY REPRESENTATIVE <i>Herbert G. Geiger</i>	E TITLE HERBERT G. GEIGER, Chief Information Mgt and Resource Div
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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 align="center">DEFENSE CONTRACT FINANCING PROGRAM (T177-2) (Applicable Air Force-wide)</p> <p>Attached submission is for your review and approval.</p> <p>The Air Force Accounting and Finance Center has been tasked with operating the contract financing program for the Department of Defense. The program was formerly operated by HQ USAF in Washington DC. Due to changes in procedures, it is now necessary to increase the retention period of documentation pertaining to this program to satisfy Air Force requirements.</p> <p>The procedures and retention criteria will adequately serve Air Force requirements.</p> <p>General Accounting Office concurrence is attached.</p>	NCI-AFU-79-4	3 items

Copy to agency 9-11-80

TABLE 177-2

DEFENSE CONTRACT FINANCING PROGRAM

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
1	no change	no change	*retained in oper- ating area for 2 years after case is closed	*retire to AFAFC/DAD where they are destroyed after 4 additional years.
4	no change	no change	*retained in oper- ating area for 2 years after case is closed	*retire to AFAFC/DAD where they are destroyed after 4 additional years.
5	no change	no change		