

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

10/1/80

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 and Resources Division

4. NAME OF PERSON WITH WHOM TO CONFER  
 Mrs. Grace T. Rowe

5. TEL. EXT.  
 694-3527

LEAVE BLANK	
JOB NO.	
NCI-AFU-81-1	
DATE RECEIVED	
October 10, 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Returned Date	Without Action Archivist of the United States

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 24 SEP 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	INDUSTRIAL FACILITIES DOCUMENTATION (Table 78-3, Applicable Air Force-wide)	NN-170-33	1 item

~~The purpose of this submission is to have table 78-3, rule 6, expansion case files, appraised for permanent retention. The files are the record set of the real property case files which relate to facility leases, leaseholds, contractor's agreement, Air Force final drawings of facility expansion, authorization of acquisition of facilities, facility contract, powers of attorney and similar legal documents reflecting the planning, acquisition, and administration of the industrial facility projects. They are similar to the real property case files described in table 87-1, rule 1, AFM 12-50, except they pertain to industrial property owned by the Air Force. Table 87-1, rule 1 has been appraised permanent under NARS job NCI-AFU-77-38. The expansion case files are more valuable now than ever because of the environmental consciousness of any pollutants, etc., that may have been discharged at the site and how we handled situations on fluents, etc., at the time. They are used for court cases and to answer various inquiries about the property. They contain evidential and informational data of historical significance and must be retained.~~

*No mass data change required. Copy of job sent to agency as enclosure to NCD's 1-31-84 letter. Copy of job sent to NMA by RAW on 1-31-84.*

**Request for Records Disposition Authority—Continuation**

JOB NO.

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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>We estimate that there are approximately 694 cubic feet of these documents in the records centers (248 cubic feet at the Washington National Records Center) with an annual accumulation of about 20-30 cubic feet.</p> <p>The files may be offered to National Archives, thirty years after the Air Force disposes of the property. As to access, there is proprietary information in these files that must be protected. Exemption 4 to the Freedom of Information Act applies. There is also classified information in the files and restrictions on access to security classified information apply.</p> <p>The files are arranged numerically by plant number and alphabetically by contractor name.</p>		

TABLE 78-3 (Continued)

R U L E	A If documents are or pertain to	B consisting of	C which are	D then	Supersedes AFM 181-5, 1 Dec 66, paragraph
6	expansion case files	real property records which relate to facility leases, leaseholds, contractor's agreement, contractor appendices, AF final drawings of facility expansion, authorization of acquisition of facilities, facility contract, delegations of authority, powers of attorney, and similar legal documents reflecting the planning, acquisition, and administration of facility projects	record sets	retire as <u>permanent</u> .	220111a
7			with a prime contact.	destroy in accordance with table 70-1.	
8	general purpose production equipment records	records related to Government-owned equipment or machinery furnished to contractors, including sub-contractors, when specifically provided for in the terms of a written contract, bailment agreement, or lease			220111b
9	facility capability report system	preaward survey of prospective contractor general, facility advisory board actions, replies to the buyer, supplemental correspondence relative to a contractor's facilities equipment, engineering capabilities, financial status, quality control and productive capacity, and comparable records		destroy when superseded, obsolete, or no longer needed.	220124

← rule 6 only

AFM 12-50

1 October 1969

Note: Consolidated funding determinations are forwarded to the Director of the Budget, HQ USAF by Financial Status of RDT&E and Procurement Program.

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