

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

11/3

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| LEAVE BLANK | |
| JOB NO | |
| NCL-AFU-81-11 | |
| DATE RECEIVED | |
| November 4, 1980 | |
| NOTIFICATION TO AGENCY | |
| <small>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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10</small> | |
| 6-3-82 | <i>Edward Weeden</i> |
| <small>Date</small> | <small>Acting Archivist of the United States</small> |

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 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 |
| 27 OCT 1980 | <i>Herbert G. Geiger</i> | 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 | <p>CHARACTERISTICS GUIDES AND DESIGN HANDBOOKS (Table 80-4) (Applicable Air Force-wide)</p> <p>The purpose of this submission is to have table 80-4, rule 1 appraised for permanent retention. This rule covers the record set of the Characteristic Guides with addenda and background material. The guides are a series of updates. The addenda are retired; the guide itself would only be retired if the guide was cancelled. None have been cancelled to date. The Characteristics Guides contain data on the official performance of Air Force weapon systems and provide a single reference source of realistic and readily comparable data for each weapon system throughout its life cycle. They specifically contain a three-view drawing, dimensions, principal features, tactical or cargo capability, basic mission profile, and performance summary and appropriate notes for piloted aircraft and missiles. They also contain information on propulsion system and training equipment to include simulators. These guides may be used for historical research and trend analyses. They can be used to understand and portray the Air Force capability at a given point in time. The guides contain significant historical and scientific data, and must be preserved as permanent documents.</p> | NN-170-33 | 1 Item |

*[Mass data change sheet required.] Copies of job sent to NNM, NAI, and NNB by RAW, 6/21/82. Closed Out: 6-30-82: KTD
Copies to ASA and all EDP.*

Request for Records Disposition Authority - Continuation

JOB NO

PAGE OF

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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>There are several Characteristic Guides, i.e.: (a) USAF Aircraft Missile Characteristics Summary, Air Force Guide Number One, which summarizes the military capability of AF aircraft and missiles; (b) USAF Standard Aircraft/Missile Characteristics, Air Force Guide Number Two, has two volumes. Volume I covers bombers, fighters, missiles, reconnaissance, and tanker weapons systems; drones and director aircraft, and experimental vehicles in advanced development. Volume II covers cargo, helicopter, trainer, utility, and miscellaneous systems; (c) USAF Propulsion Characteristic Summary, Air Force Guide Number Three, is in two volumes which portray basic performance characteristics, and pictorial presentations of Air Force airbreathing and non-airbreathing propulsion systems; (d) USAF Training Equipment Characteristics, Air Force Guide Number Four, provides data on systems trainers, simulators for aircraft flight, instrument flight, missile operation, bomb-navigation, etc.</p> <p>These guides may be transferred to National Archives 20 years after disposal of the specific weapon systems. Many of the guides are classified and contain Restricted Data. Existing security rules and regulations will govern access.</p> <p>There are 4 cubic feet of the addenda in the Washington National Records Center. The annual accumulation is very small. There are 3 cubic feet on hand at the 2750 Air Base Wing/Publishing Division, Wright-Patterson AFB to be sent to their staging area. They are arranged by Characteristic Guide titles.</p> <p><i>[Note for NCD file copy: The question of restrictions on access will be addressed at the time these records are ready for actual offer to the National Archives. PAKW, 5/26/82.]</i></p> | | |

31 March 1976

AFM 12-50 (C15)

TABLE 80-4

CHARACTERISTICS GUIDES AND DESIGN HANDBOOKS

| R U L E | A | B | C | D |
|------------------|--------------------------------|---|--|--|
| | If documents are or pertain to | consisting of | which are | then |
| 1 | characteristics guides | records sets of each characteristic guide published under AFR 80-16, including background material and other data provided for in AFM 5-1 | at issuing activity; they present data on the official performance and characteristics of AF weapon and support systems and associated training equipment, and provide a single source of data on realistic and readily comparable bases | retire as permanent, to WIRE when system out of inventory. Offer to the National Archives 20 years after disposal of the specific weapon systems. |
| 2 | | guides and current outstanding addenda no longer required | at other than issuing activity | * forward in their binders to 2750 ABW/DABW, Wright-Patterson AFB, OH 45433 |
| 3 | | superseded guides | | destroy. |
| 4 | | manuscripts or proofs | | see table 5-1. |
| 5 | AFSC design handbook | special publications providing a current authoritative source of design data in support of the definition, design, and development of AF systems and equipment, which can be used as a basis for design decisions, criteria, and guidance | at HQ AFSC-designated OPR | retire as permanent. |
| 6 | | | at other than HQ AFSC-designated OPR | destroy when superseded, obsolete, or no longer needed, whichever is sooner. |



Updated by R. Wire per G. Rowe, 5/26/82

10-279