

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

11/1/80 ✓

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

LEAVE BLANK	
JOB NO NCI-AFU-81-14	
DATE RECEIVED November 13, 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
11-25-80 Date	<i>[Signature]</i> Archivist of the United States

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

5. TEL EXT

Mrs. Grace T. Rowe

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 30 OCT 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	LIBRARIES (Table 215-3, Applicable Air Force-wide)	NN-170-33	
	The purpose of this submission is to request disposition criteria for documentation establishing libraries as members of regional library systems. This membership also entitles the libraries to engage in reciprocal book loans. The documentation must be retained at monitoring headquarters and all library activities as verification of membership. The documents may be destroyed when superseded, obsolete, upon dissolution of agreement, or inactivation, whichever is sooner.		1 Item

copy to NNM 12/1/80 RW
Closed Out: 12-2-80: K.T.D. Copy sent to Agency

TABLE 215-3 Libraries

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
13	reciprocal library system documentation	correspondence and related documents establishing a base library as a member of a regional system of cooperating libraries	at base libraries and monitoring headquarters	destroy when superseded, obsolete, upon dissolution of agreement, or upon inactivation, whichever is sooner.