

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

| | |
|---|---|
| LEAVE BLANK | |
| JOB NO | <i>NCI-AFU-81-53</i> |
| DATE RECEIVED | <i>May 28, 1981</i> |
| 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10 | |
| <i>8/7/81</i> Date | <i>Edward Ullman</i> Acting 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

Information Management and Resource 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 | D. SIGNATURE OF AGENCY REPRESENTATIVE | E. TITLE |
| 19 MAY 1981 | <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 | UTILITY SYSTEMS & SERVICE (Table 91-3) (Applicable Air Force-wide) The purpose of this submission is to provide disposition authority for the energy monitoring control system (EMCS) master plan (rule 8). The master plan gives the facilities to be connected to the energy monitoring control systems. The plan is updated annually and is used for programming initial installation, revisions and/or expansion of the system or components. The plan may be destroyed after 1 year or when purpose has been served, whichever is later. It is needed for trend analysis and other reference purposes. <i>[Amended by R. Ware per G. Rowe, 6/16/81]</i> | NC-AFU-75- 85 | |

115-107 Copy sent to NNM by BAW, 8/11/81
Closed Out: 8-14-81: R.T.D.
Copy to Agency

TABLE 91-3 Utility System and Services

| R U L E | A | B | C | D |
|------------------|---|--|---|---|
| | If documents are or pertain to | consisting of | which are | then |
| 8 * | energy monitoring and control systems (EMCS) <i>[Amended by R. Wire per G. Rowe, 6/16/81]</i> | plans to connect facilities to the system | used in programming initial installation, changes, and expansions | destroy after 1 year or when purpose has been served, which- ever is later. |