

Wallace

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO.	NCI-AFU-82-52
DATE RECEIVED	May 11, 1982
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
2-6-84 <i>Date</i>	<i>Robert Wallace</i> <i>Archivist of the United States</i>

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
Documentation Management

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 4 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 7 MAY 1982	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>James E. Dagwell</i>	E. TITLE JAMES E. DAGWELL Documentation Management Branch Information Mgmt and Resources 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>INDIVIDUAL MILITARY PERSONNEL RECORDS (Table 35-1)</p> <p>The purpose of this submission is to establish disposition authorities (rules 17 and 18) for Civilian/Military Service Review Cards for civilian/contractual personnel as described in Section 401 of Public Law 95-202 (extract attached). The Air Force is the executive agent for the Department of Defense to determine group recognition for these cases. Individual recognition is then determined by the appropriate Service, through submission of individual applications. The control cards for these cases are the only ready reference identifying former Women's Air Force Service Pilots (WASP) and others who have applied for and have been granted Honorable discharges by the Air Force under the provisions of Public Law 95-202. Since the public law does not contain a cut-off date for applications, there must be some means of identifying personnel to preclude issuance of more than one discharge to the same individual. (Some of the WASPs had various names since their service years) Disposition requested for those cards held at the Boards and Correction Section, Air Force Manpower and Personnel Center (AFMPC/MPCDOA) is "destroy 75 years after determination of service credit or when no longer needed, a note giving the other date." <i>retire as permanent</i></p>		<i>2 items</i>

No mass data change sheet required. Copy of job sent to agency, NHM, and NNB by RAW on 2-8-84.

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>whichever is sooner." We need to keep for 75 years to coincide with the retention period suggested for the disposition of master military personnel records. At offices other than AFMPC/MPCMDOA a 2-year hold after the service credit is made will take care of their administrative needs. Therefore, disposition for rule 18 should read "destroy 2 years after service credit determination is made."</p>		

TABLE 35-1 Individual Military Personnel Records

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
Item 1 * X 17	Civilian/Military Service Review Cards	control cards showing determinations of active duty type discharge for civilian/contractor personnel (Public Law 95-202)	at Boards and Correction Section, Air Force Manpower and Personnel Center, (AFMPC/MPCDOA)	destroy 75 years after service credit determination is made or when no longer needed, whichever is sooner. retire as permanent (note).
Item 2 * X 18			at other than AFMPC/MPDOA	destroy 2 years after service credit determination is made.

Note: Offer cards to the National Archives in 10-year blocks 30 years after service credit determination is made. [Job amended by R. Wiegner G. Rowe, 2-1-84]