

Wallace

REQUEST FOR RECORDS DISPOSITION AUTHORITY  
(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NCI-AFU-82-53

DATE RECEIVED

MAY 14, 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

12-8-82 [Signature]  
Date 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  
Documentation Management

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 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  
5 MAY 1982

D. SIGNATURE OF AGENCY REPRESENTATIVE

[Signature: James E. Dagwell]

E. TITLE

JAMES E. DAGWELL  
Documentation Management Branch  
Information Mgmt and Resources Div

7. ITEM NO.

8. DESCRIPTION OF ITEM  
(With Inclusive Dates or Retention Periods)

9. SAMPLE OR  
JOB NO.

10. ACTION TAKEN

FACILITIES BOARD (Table 86-3)  
(Applicable Air Force-wide)

1 The purpose of this submission is to change the disposition authority for rule 1 from permanent to destroy after 5 years. Present rules 1 and 2 are combined. Single-base, commands or special operating agencies may establish either a base or a command board, as deemed appropriate. The Facilities Board provides corporate review and judgment concerning use of real property facilities and civil engineering fiscal and physical resources in support of the mission. For example, the following real property management actions must be presented for board approval (1) real property maintenance and repair for contract; (2) requests for minor construction above the base civil engineer's approval authority; (3) the military construction program; (4) utilization of existing facilities with emphasis on consolidation and compression of existing function to reduce Operation and Maintenance (O&M) expenditures and maximize deactivations/disposal of substandard facilities, and etc. The minutes of the board are needed to monitor the approved actions for at least a 5-year period, then may be destroyed.

Mass data change sheet required. Copy of job sent to NNM by RAW, 12/22/82.

3 items

Closed out 1-18-83 Copies mailed to Agency 1-18-83 JP

TABLE 86-3 \* FACILITIES BOARD

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
1	minutes of meetings	approved Facilities Board (FB) minutes serving as final approval for funding Operation and Maintenance (O&M) projects	*bases/stations, major subordinate commands and above	*destroy after 5 years.
2			RESERVED	
3			members file	destroy when purpose has been served, or after 1 year, whichever is sooner. (Exception: When interfiled with related projects, the disposition governing the project applies.)
4			activities other than rules 1 and 3	destroy after 1 year. (Exception: When interfiled with related projects, the disposition governing the project applies.)