

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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|---|--|
| LEAVE BLANK | |
| JOB NO NCI-AFU-82-64 | |
| DATE RECEIVED July 7, 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the disposal request including amendments is approved except for items that may be stamped disposal not approved or withdrawn in column 10 | |
| Date <i>De S. St</i> | Archivist of the United States <i>Robert M. May</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 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 29 JUN 1982 | D SIGNATURE OF AGENCY REPRESENTATIVE <i>James E. Dagwell</i> | 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 |
|-----------|---|--------------------|-----------------|
| 1 | <p>STOCK CONTROL AND DISTRIBUTION RECORDS (Table 67-9) (Applicable Air Force-wide)</p> <p>The purpose of this submission is to add rule 26 to cover the inventory management reports of materiel assets. This is an annual report required by Director for Information Operations and Reports, Washington Headquarters Service, OSD. This report is submitted by the Air Logistic Centers (ALC), the Electronic Security Command (ESC), and the Air Force Logistics Command (AFLC). The reports are submitted to HQ USAF, Directorate of Logistics, Plans and Programs (AF/LEX), AF/LEX submits to OSD. The report reveals significant supply trends and data on the value of principal and secondary material (investment spares). Information submitted represents an inventory of investment items and Stock Fund Division items regardless of how they were funded in-store at depots and bases, in leased or controlled storage facilities or in the hands of contractor for modification, repair or production.</p> <p>The report is needed for 3 years for reference to coincide with the annual budget program through the apportionment year. It may be destroyed sooner, if there are no problems and it is no longer needed for reference.</p> | NN-170-33 | 1 item |

*No mass data change sheet required. Copy of job sent to NNM by RAW, 12/14/82.
Closed out: 12-15-82:cm
PNDU to Agency*

TABLE 67-9 STOCK CONTROL AND DISTRIBUTION RECORDS

| R U L E | A | B | C | D |
|------------------|---|--|-----------|--|
| | If documents are or pertain to | consisting of | which are | then |
| 26 * | Principal and Secondary item report | inventory report of principal and secondary materiel items, includ- ing stock funds | | destroy after three years, or when no longer needed, whichever is sooner |