

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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

LEAVE BLANK

JOB NO
NCI-AFU-82-69

DATE RECEIVED
8/24/82

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 USC 3303a the disposal request including amendments is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

9 SEP 1982 *[Signature]*
Date Archivist of the United States

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 19 AUG 1982	D SIGNATURE OF AGENCY REPRESENTATIVE <i>James E. Dagwell</i>	E JAMES E. DAGWELL Chief, Documentation Management Directorate of Administration
------------------------------	---	---

7 ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10 ACTION TAKEN
-----------	---	---------------------	-----------------

1	<p>HONORS AND AWARDS (Table 900-1) (Applicable Air Force-wide)</p> <p>The purpose of this submission is to change the disposition of table 900-1, rule 26, approved Air Force maintenance awards recommendations files at HQ USAF from permanent to destroy after 2 years. The permanent requirements such as names of individuals or unit winners are included in the Directorate of Maintenance and Supply history and the individual unit histories. The 2 year period will adequately serve the administrative needs of the Air Force.</p>	NN-170-33	
---	---	-----------	--

No mass data change sheet required. Copy of job to NMM by

L. [Signature]

*RAW 9/10/82
Closed out 9-10-82. CM
Copy to Agency*

TABLE 900-1 Honors and Awards

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
26	AF Maintenance Awards	applications and background material, and related docu- ments	approved recommendations at HQ USAF	*destroy after 2 years.