

Wallace

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
Mrs. Grace T. Rowe

5. TEL. EXT.
694-3527

LEAVE BLANK

JOB NO.
NCL-AFU-82-7L

DATE RECEIVED
9-17-82

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

10-28-82 Date *[Signature]* 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
13 SEP 1982

D. SIGNATURE OF AGENCY REPRESENTATIVE
James E. Dagwell

E. TITLE
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>MISSILE SYSTEM RECORDS (Table 60-4) (Applicable Air Force-wide)</p> <p>Rule 3 has been expanded to cover Command Data Buffer (CDB) targeting material. The disposition does not change. Rule 6 is added to cover missile crew logs. The retention of Missile Crew Logs for 6 months is necessary to effectively manage the overall operations of the launch facilities assigned to the Strategic Air Command's nine strategic missile wings composed of 26 squadrons. The form is used to record accountability of missile critical components and record significant events during the tour of duty. Each launch facility at each strategic wing maintains a log.</p>	NN-169-70	2 items

No mass data change required. Copy of job sent to NNM by RAW, 11/3/82.
Closed out: 11-3-82:
Copy to Agency

TABLE 60-4

R L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
	*ICBM code/targeting system	record keeping forms	*Unit Master Records (UMR), Verify Word/CMSC, Launch Switch Key Veri- fication; Command Data Buffer (CDB) targeting materials; or temporary accountability	destroy when superseded or when purpose has been served.
6 *	missile crew log	completed crew logs		destroy after 6 months.