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
Mr. R. P. Dwyer

5. TEL EXT.
694-3494

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
9 Dec. 1983

D. SIGNATURE OF AGENCY REPRESENTATIVE
James E. Dwyer

E. TITLE

7. ITEM NO.

8. DESCRIPTION OF ITEM
(W/Inclusive Dates or Retention Periods)
TRAINING MATERIALS (Table 50-4)
(Applicable Air Force-wide)

1. Rule 1. Revised per Air Force’s 4-11-84 letter.  
   Rule 2. Changed to limit rule’s documents to Air War College discontinued course material only. As this material is incorporated in the Air War College history, there is no need to keep these permanently.  
   Rule 2.1. Added to cover discontinued course material other than the Air War College. Ten years is sufficient length of time to retain these documents.

9. SAMPLE OR JOB NO.
N 170-33
N 1-AFV-79-37

10. ACTION TAKEN
(Revised Without Approval)

copies to agency, NC, NNB, NN1, and NNCm 2-7-83: RAW

3 items

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4
<table>
<thead>
<tr>
<th>RULE</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item 1</td>
<td>curriculum materials used in formal training courses</td>
<td>record sets of specialty training standards, course training standards, course syllabi, plans of instruction, course charts, and comparable guidelines</td>
<td>*for current courses, except those covered by rules 2 and 2.1</td>
<td>destroy when superseded or revised.</td>
</tr>
<tr>
<td>Item 2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Item 3</td>
<td>2.1*</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**NOTE 1:** This table is not applicable to records of the Air Force Academy or of the Joint Military Colleges.

**NOTE 2:** *Offer to the National Archives in 5 year blocks when latest document is 25 years old.

Amended by R. Wise per R. Dwyer on 1-2-85.