

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Wallace #85

LEAVE BLANK	
JOB NO. NCI-AFU-83-62	
DATE RECEIVED 1/27/83	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
4-11-83 Date	<i>Robert M. King</i> 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

Mr. R. P. Dwyer

5. TEL. EXT.

694-3949

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 14 JAN 1983	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Mark H. Coon</i>	E. TITLE MARK H. COON, Major, USAF Acting Chief, Documentation Mgmt Directorate of Administration
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p>MANPOWER AND ORGANIZATION (Table 26-1) (Applicable Air Force-wide)</p> <p>Rule 27. Add, to cover commercial activities cost comparison studies. Disposition period is based on need to retain documents for a sufficient time in case of court litigation.</p>		

No mass data change sheet required. Copy of job sent to NNM by RAW, 4/12/83. Copy to agency, 4-13-83; 88.

1 item

TABLE 26-1

MANPOWER AND ORGANIZATION

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
27 *	commercial activities cost comparison studies MET: Management Engineering Team	performance work statement of unit or function consid- ered for contracting out, deduct analysis, cost study, and supporting documents	at MAJCOMS and MET performing cost study	destroy 5 years after study, upon completion of next study, or when no longer needed, whichever is sooner.

[Number of Rule amended by R. Wise per R. Dwyer, 2/10/83]