The purpose of this submission is to establish disposition standards for rules 1, 3 and 4 of table 210-2.

Request rule 1, covering documents pertaining to authorizations to establish Air Force Museums, be appraised as permanent.

These documents reflect formal policy, organization, administrative structure, and funding of Air Force Museums. In addition, the records describe how the museum reflects the history of the Air Force. The documents are filed by geographical location. There are about 10 cubic feet with an annual accumulation of less than one cubic foot. There are none in the Federal Records Center system.

Request the disposition standard for rule 3 be changed from "permanent" to "destroy 20 years after museum is closed, all legal settlements have been reached and historical contents distributed."

**Rule 3: Disposition Not Approved**

3 items
These records are used to keep track of historical property in the AF inventory.

Rule 4 should be changed to read; "destroy 20 years after property leaves AF inventory, and all legal settlements have been finalized."

These are records on donated property and should be maintained for the life of the property. When a museum is closed (usually only on deactivation of the base). The property is forwarded to the main museum at Wright-Patteson AFB for redistribution to another museum.

These standards will meet the needs of the Air Force.

Attached as a listing of AF museums.
<table>
<thead>
<tr>
<th>Item</th>
<th>RULE</th>
<th>A: If documents are or pertain to</th>
<th>B: consisting of</th>
<th>C: which are</th>
<th>D: then</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>general authority</td>
<td>basic delegations of authority to establish museums, develop policies, procedures and methods to maintain and promote its assigned mission; and conduct all phases of the AF Museum program.</td>
<td>at HQ USAF</td>
<td>retire as permanent. (note).</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>historical and operation records</td>
<td>correspondence, monographs, studies, reports and photographs which are a comprehensive collection of historical program records data in support of management, operation, and administration of museums and their predecessors</td>
<td>destroy 20 years after museum is closed, all legal settlements have been reached and historical contents distributed. (Exception: Monographs will be sent to the Albert F. Simpson Historical Center) Disposition Not Approved</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>historical property</td>
<td>proffers of gifts; acceptance letters; item record cards; loan, disposal, and transfer vouchers; directly related correspondence, and other documents evidencing the establishment and relief of property responsibility, which are the only authorized record of museum historical property inventory</td>
<td>destroy 20 years after property leaves AF inventory, and all legal settlements have been finalized.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: Offer to the National Archives in 5 year blocks when the most recent records pertain to museums that have been closed for 5 years. (R. Wire per D. Shuell, 6/14/83)