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

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
21 MAR 1983

D. SIGNATURE OF AGENCY REPRESENTATIVE
MARK H. COON
Acting Chief, Documentation Mgmt

E. TITLE
Directorate of Administration

F. DESCRIPTION OF ITEM
(CIVIL ENGINEER DESIGN DATA (Table 88-2) (Applicable Air Force-wide)

The purpose of this submission is to add rules 12 and 13. Rule 12 covers the design calculations made against the mission load to verify the specification of the construction or rehabilitation for systems such as mechanical electrical, structural, or civil engineering. As the construction/rehabilitation work proceeds, new calculations are made. The calculations can be destroyed when obsolete, superseded or when no longer needed for reference or trend analysis.

Rule 13 covers service contract documents which consist of statements of work and Air Force Service Contract Advisory Group formats. These statements of work cover all kinds of functions and give standard statements of work which are performance and results oriented. These standards may be destroyed when obsolete, superseded or no longer needed.

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4

115-107

No mass data change sheet required. Copy of job sent to NNMB by RAW, 6/29/83.

Sent copies to agency 6/29/83 by Dmw.
<table>
<thead>
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<th>RULE</th>
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<th>B</th>
<th>C</th>
<th>D</th>
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<tr>
<td>12</td>
<td>design calculations</td>
<td>mechanical, electrical, structural, civil calculations for major construction or rehabilitation</td>
<td>at bases/stations</td>
<td>destroy when obsolete, superseded or no longer needed.</td>
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<tr>
<td>13</td>
<td>service contract documents</td>
<td>statements of work, Air Force Service Contract Advisory Group (AFSCAG) formats and related documents</td>
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