

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Wallace

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

LEAVE BLANK	
JOB NO. NCI-AFU-84-17	
DATE RECEIVED 1/23/84	
NOTIFICATION TO AGENCY <small>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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.</small>	
4/17/84 <small>Date</small>	<i>Robert M. Wallace</i> <small>Archivist of the United States</small>

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 16 JAN 1984	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T Rowe</i>	E. TITLE GRACE T. ROWE Documentation Management Branch
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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 align="center">SPACE DEFENSE (Table 55-8) (Applicable Air Force-wide)</p> <p>Rule 16. Added, to cover disposition of Tactical Operations Room Activity Log. The log is used to maintain daily operational data for space surveillance/missile warning activities. When log is closed out, it is frequently used to recreate events for higher echelons. As such, it is necessary to maintain some logs containing significant events longer than one year.</p>		

No mass data change sheet required. Copy of job sent to agency and to NAM by RAW on 4-15-84.

1 item

TABLE 55-8

SPACE DEFENSE

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
16 *	tactical operations room activity log	data on daily operations	at Tactical Warning/ Attack Assessment and Space Surveillance Units	destroy 1 year after last entry in log or when no longer needed, whichever is later.