

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-AFU-84-021

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

In 1989, Air Force submitted N1-AFU-90-003 to cover all of their temporary items in AFR 12-50, Volume II, Disposition of Air Force Records (dated 1987) under a single job number. The items on this schedule are temporary and match N1-AFU-90-003, therefore, they are superseded by that schedule.

Date Reported: 12/1/2024

NC1-AFU-84-021

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Wallace

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JOB NO.	NCI-AFU-84-21
DATE RECEIVED	2/3/84
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Date	<i>2-9-84</i> <i>Debra K. Meyer</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
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 3 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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
26 JAN 1984	<i>Grace T Rowe</i>	GRACE T. ROWE Documentation Management Branch

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">DEPOT MAINTENANCE RECORDS (Table 66-2) (Applicable Air Force-wide)</p> <p>Reports or other documents relating to the investigation of the loss and/or recovery of tools and/or equipment is required to provide an audit trail for tool related mishaps or incidents. The need for an audit trail of actions taken on tool losses is for the purpose of refining procedures to prevent recurrences. This is still a relatively new program and the Air Force Logistics Command (AFLC) is still on the learning curve when it comes to documentation. AFLC has, after two years having the program in effect, learned that in some cases there is no need to hold for the six year retention as we had originally requested in rule 13. The retention was discussed in detail at the AFLC Tool Control and Accountability Workshop and it was decided by all center representatives that the minimum hold period be established for the category of tools not found in Foreign Object Damage (FOD) critical areas (i.e. in shop area of engine assembly or seat ejection, etc) and another for those not found in Low/Non critical areas, (i.e. sheet metal areas, small components electronics, etc) letting each center determine the hold time required</p>	NCI-AFU-83-52	

No mass data change sheet required. Copy of job sent to agency by RAW on 2-10-84.

2 items

Request for Records Disposition Authority - Continuation

JOB NO.

PAGE OF

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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO. ee	10.e ACTION TAKEN
	<p>but not to exceed 6 years in any event. We are, therefore, establishing minimum retention period: in rule 13 for the tools/ equipment not found in FOD critical areas as destroy 2 years after annual cutoff or when no longer needed, whichever is later but not to exceed 6 years.</p> <p>Rule 13.1 will cover tools/equipment not found in Low/Non FOD critical areas with retention as destroy 1 year after annual cutoff or when no longer needed whichever is later but not to exceed 6 years.</p>		

TABLE 66-2 DEPOT MAINTENANCE RECORDS

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
13	AF Logistics Command (AFLC) tool/equipment control and accountability program	reports or other documents relating to investigation of loss/recovery of tools/equipment covered under AFLCR 66-69	*on tools/equipment not found in foreign object damage (FOD) critical areas	*destroy 2 years after annual cutoff or when no longer needed whichever is later, but not to exceed 6 years.
*13.1			on tools/equipment not found in low/non FOD critical areas	destroy 1 year after annual cutoff or when no longer needed, whichever is later, but not to exceed 6 years.