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
Jon E. Updike

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.

D. SIGNATURE OF AGENCY REPRESENTATIVE

E. TITLE GRACE T. ROWE
Documentation Mgt Branch

FOOD SERVICE RECORDS (Table 146-1)
(Applicable Air Force-wide)

This submission amends one rule and adds three new rules.

Rule 5 is amended to tie disposition to the dining hall menu cycle.

Rules 11 and 11.1 are added to support the Recipé and Menu Pricing System (RAMPS) which establishes prices for the A La Carte System.

Rule 18 provides disposition for subsistence standardization files.

The retention periods proposed in the attached decision logic table will meet administrative and legal requirements.
<table>
<thead>
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<th><strong>TABLE 146-1</strong></th>
<th><strong>FOOD SERVICE RECORDS</strong></th>
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<tr>
<td><strong>R</strong></td>
<td><strong>A</strong></td>
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<td>Item 1</td>
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<td>Item 2</td>
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