

Received by J.W. Much 21, 1984

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK
JOB NO. NCI-AFU-84-27
DATE RECEIVED 3/27/84
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.
6-8-84 Date
<i>[Signature]</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
Ms L. S. Siemuta

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 24 JAN 1984	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T. Rowe</i>	E. TITLE 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
	<p>EXCESS AIRCRAFT DISPOSAL UNDER AF SPECIAL DEFENSE PROPERTY DISPOSAL ACCOUNT (New Table 65-2) (Applicable at Military Aircraft Storage and Disposition Center (MASDC))</p> <p>New Table 65-2 (Atch 1): recommend approval.</p> <p>The records described are maintained at MASDC, Air Force Logistics Command. They document accountability and disposal--under the Air Force Special Defense Property Disposal Account at MASDC--of excess/surplus: complete aircraft and aircraft parts removed for continued use. The aircraft may be received from Army, Navy, Air Force and the U.S. Coast Guard.</p> <p>AFLC Regulation 65-16, "Excess Aircraft Accounting, Processing, and Reporting at the MASDC," governs the accountability process at MASDC. (Atch 2)</p> <p>DOD 4160.21-M, Chapter XVIII, prescribes the requirement for the DD Form 1143, "Report of Excess and Surplus Material at Disposal Activities." (Atch 3)</p>	General Records Schedule 4, Oct 1982	8 items

No mass data change sheet required. Copy of job sent to NAMM by RAW on 6-12-84. Copy sent to agency by RAW on 6-21-84. (in lieu of secretarial action requested on 6-12-84 but not completed).

TABLE 65-2

EXCESS AIRCRAFT DISPOSAL UNDER AF SPECIAL DEFENSE PROPERTY DISPOSAL ACCOUNT

R E L E V A N T	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
1	excess/surplus complete aircraft	receipt and final disposal documents, identified to aircraft mission, design, and series (MDS), and serial number, pertaining to the turn-in, monetary value, utilization, transfer, donation or release of aircraft for sales action with demilitarization status	at Military Aircraft Storage and Disposition Center	6 years after aircraft disposal, when on Air Force-generated aircraft, send to USAF Historical Research Center/HD (USAFHRC/HD), Maxwell AFB, AL 36112, where they will be destroyed when no longer needed.
2		supporting documents including GSA allocation directives and related correspondence, stock record cards, inventory adjustment vouchers, and control registers		6 years after aircraft disposal, when on Army-Navy-Coast Guard-generated aircraft, refer to respective agency for disposition.
3		management documents including reports to GSA, transfer/work and hold harmless agreements		destroy 6 years after aircraft disposal.
4		parts removal control and disposal documents including reclamation listings of parts removed for utilization, monetary value, GSA allocation for transfer or donation, shipping/release documents, and all related correspondence		destroy after 1 year.
5	excess/surplus aircraft parts removed for continued use	DD Forms 1143, Reports of Excess and Surplus Material at Disposal Activities, providing statistical summation of disposal transactions including receipt, utilization, transfer, donation and release for sale	destroy 2 years after aircraft disposal.	
6	reports for inclusion in DOD disposal transactions		destroy 3 years after preparation.	

GRS 4, Item 6a (deviation)

Similar to GRS 4, Item 6a (same)

Similar to GRS 4/4 (2 years)

GRS 4, Item 5 (same)

GRS 4,
Item 6a
(deviation)

7	AF aircraft conditional donation for display	final disposal documents, identified to aircraft MDS and serial number, that include shipping, releasing for sale or abandonment action	[Amended by R. Wiza per L. Sienwa, 5-16-84]	send 1 year after aircraft disposal to USAFHRC/HD, Maxwell AFB, AL 36112, where they will be destroyed when no longer needed, 6 years after disposal or when no longer needed
8		donation agreements, signed receipts, review documentation, photos, and related correspondence for identification and control of aircraft while in possession of authorized recipients		destroy 1 year after termination of the conditional donation.

whichever is later.