

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO.	NCI-AFU-84-33
DATE RECEIVED	5/8/84
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
5-9-84 <i>Date</i>	<i>DMB</i> <i>Archivist of the United States</i>

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

5. TEL. EXT.

Mrs Grace T. Rowe

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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
2 MAY 1984	<i>Grace T Rowe</i>	GRACE T. ROWE Documentation Mgt Branch

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	HONORS AND AWARDS (Table 900-1) (Applicable Air Force-wide)  Rule 31. The purpose of this submission is to delete "fire protection competition" in column B and change retention in column D. Fire protection competitions no longer exist. Retention period of 5 years may be reduced to 2 years. Retention of documentation for 5 years is unnecessary.	NN-170-33	

*No mass data change sheet required. Copy of job sent to agency by BAW on 5-11-84.*

*1 item*

TABLE 900-1 Honors and Awards

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
3 A *	civil engineering awards program	*case files of annual submission in electric power and heat generating plant competition, meritorious achievement award for professional excellence and comparable programs	approved awards	destroy after 2 years or when no longer needed, whichever is later