

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-AFU-84-039

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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 under a single job number. The two schedules match. This schedule was therefore superseded by N1-AFU-90-003.

Date Reported: 7/3/2024

NC1-AFU-84-039

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

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
Records Mgt Branch

4. NAME OF PERSON WITH WHOM TO CONFER
Mrs Grace T. Rowe

5. TEL EXT
694-3527

LEAVE BLANK
JOB NO NCI-AFW-84-39
DATE RECEIVED 7/16/84
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the disposal request including amendments is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10
<i>Dec 19 84</i> Date <i>Philip W. Mann</i> Archivist of the United States

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 9 JUL 1984	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T Rowe</i>	E. TITLE GRACE T. ROWE Records Mgt 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
	HONORS AND AWARDS (Table 900-1) (Applicable Air Force-wide)		
1	The purpose of this submission is to add 3 rules to table 900-1 to cover the AF Administration Awards. <u>Rule 43</u> covers the records kept at HQ USAF. The 3 year or when no longer needed, whichever is later retention period is required to satisfy the reference requirement and provide trend analysis at HQ USAF.		
2	<u>Rule 44</u> covers the records at intermediate headquarters. Retention for 2 years will adequately serve the administrative requirement for these records.		
3	<u>Rule 45</u> covers records at the initiating activities. Retention for 1 year will adequately serve the administrative requirements for these records.		

No mass data change sheet required. Copy of job sent to agency and to NAIM by RTW on 12/27-84.

3 items

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
*43	AF Administration Awards	nominations, minutes of meetings, selectees, non-selectees, and other records relating to awards authorized IAW AFR 900-35	at HQ USAF	destroy after 3 years or when no longer needed, whichever is later
*44		approved and disapproved recommendations and related records	at intermediate headquarters	destroy after 2 years.
*45			at initiating activities	destroy after 1 year.