

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-AFU-84-41 |
| DATE RECEIVED | 7/27/84 |
| NOTIFICATION TO AGENCY | |
| <p>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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.</p> | |
| <div style="border: 1px solid black; padding: 2px;">10-1-84</div> Date | [Signature] 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 23 JUL 1984 | D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T Rowe</i> | E. TITLE GRACE T. ROWE Records Mgt Branch |
|-------------------------------|--|---|

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) | 9. SAMPLE OR JOB NO. | 10. ACTION TAKEN |
|-------------|--|----------------------|------------------|
| 1 | <p style="text-align: center;">MAINTENANCE INSPECTION (Table 66-6) (Applicable Air Force-wide)</p> <p>The purpose of this submission is to add <u>rule 2.1</u> to the table. Rule 2.1 will cover disposition of Maintenance Evaluation Qualification Records maintained in quality control offices. The form is issued by Strategic Air Command (SAC) aircraft and missile maintenance units to record evaluation on all personnel performing maintenance duties. SAC is the only command using this form at present, however, we believe the other commands may eventually use such form, therefore, we are structuring the rule for AF-wide use. The disposition recommended is "destroy 1 year after action is completed or give to individual upon reassignment or separation." ^{whichever is sooner} This retention will adequately serve the administrative needs of the AF.</p> | | 1 item |

No mass data change sheet required. Copy of job sent to agency and to NNM by B. Baldwin on 10/2/84.

TABLE 66-6 Maintenance Inspection

| R U L E | A | B | C | D |
|------------------|---|---|-------------------------------|--|
| | If documents are or pertain to | consisting of | which are | then |
| *2.1 | quality control inspection/evaluation documents | maintenance evaluation records which record eval- uations performed on maintenance personnel | at quality control offices | destroy 1 year after action is completed or give to individual upon reassignment or separation, whichever is sooner. [Amended by B. Baldwin per G. Rowe, 9/12/84] |