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**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

1 item
TO **GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Department of the Army

2. MAJOR SUBDIVISION

The Adjutant General's Office

3. MINOR SUBDIVISION

Microforms Management Br, ASD

4. NAME OF PERSON WITH WHOM TO CONFER

CPT J. Peel

5. TEL EXT

11/31965

6. CERTIFICATE OF AGENCY REPRESENTATIVE

LEAVE BLANK	
DATE RECEIVED JUL 23 1974	JOB NO NC - A4 - 75 - 4
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 "with drawn" in column 10	
<u>8-26-74</u> (Date)	<u>James B. Rhoads</u> Archivist of the United States

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 _____ page(s) are not now needed for the business of this agency or will not be needed after the retention period expires.

See below.

8/13/74
14 Jul 74
S. J. Pomrenze
Alexander Be...

S. J. POMRENZE
Ch. Records Management Div, TAGO
ALEXANDER BEIM, Major, AGC
Director, Army Microforms Program

Date

(Signature of Agency Representative)

(Title)

7 ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1	Forms composing the Individual Flight Record and Flight Certificate - Army. These forms contain the daily flight activity and summary data and includes total flying hours, aircraft qualifications, biographical data for all active duty, National Guard and Reserve Aviators, Flight Surgeons and Aviation Medical Officers. Contained are records of accrued flight time which provide confirmation data for flight pay and ready reference showing types of aircraft flown, times and qualifications of an individual for aircraft type and model series. They are maintained in the Offices of USA Agency for Aviation Safety, Fort Rucker, AL. These are permanent records. (The records involved are DA Forms 759 (Part I) 759-1 (Part II) and USAAVNC Form 759-2 and are prescribed by AR 95-64 dtd 1 April 1970). <i>Microform: Destroy after 20 years in CFA.</i> (con't) Continuation of 6 Records will be converted to microform. Film will meet standards of CFR 101-11.504. One silver duplicate negative and one diazo copy will be furnished to the National Personnel Record Center when the present accumulation has been filmed and annually thereafter. Facilities meeting the standards of 41 CFR 101-11.506 will be used to store the silver original microfilm. This copy will subsequently be retired in lieu of the paper records. The original paper records will be destroyed following the verification of the microfilm copy for completeness and accuracy.		

8/13/74 Changes made with approval of S. J. Pomrenze (PL)

Copy to Agency 9/4/74