

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-AFU-81-69

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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 (dated 1987) under a single job number. The items on this schedule are temporary. It is assumed that the items on this schedule were therefore superseded by N1-AFU-90-003.

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
DIRECTOR OF ADMINISTRATION

3. MINOR SUBDIVISION
INFORMATION MANAGEMENT AND RESOURCES DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

MR. NEIL VANDERGRAAF

5. TEL EXT

694-3494

LEAVE BLANK

JOB NO

NC1-AFU-81-69

DATE RECEIVED
July 15, 1981

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

9-8-81 *Edward Walden*
Date *acting* 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 5 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

**HERBERT G. GEIGER, Chief
Information Mgt and Resource Div**

JUL 07 1981

Herbert G. Geiger

7.
ITEM NO

8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

9.
SAMPLE OR
JOB NO.

10.
ACTION TAKEN

INTERNATIONAL ACCOUNTING DOCUMENTATION (T177-3)
(APPLICABLE TO AIR FORCE ACCOUNTING AND
FINANCE CENTER)

1

Attached submission is forwarded for your review and approval.

Our Air Force Accounting and Finance Center maintains financial documentation for the Security Assistance Accounting Center pertaining to Foreign Military Sales.

We propose to add rules 10 through 17 to table 177-3 to cover all documentation created and received by the Security Assistance Accounting Center. Rules 7 and 9 contain minor administrative changes with no changes in retention periods.

General Accounting Office concurrence is attached.

Retention periods will adequately serve our requirements.

~~GRS 0, various items~~

11 items

*Closed Out: 9-16-81: R.P.V.
Copy to All FRCs*

TABLE 177-3

* INTERNATIONAL ACCOUNTING DOCUMENTATION

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
7	*foreign military sales (FMS) case files	*United States Depart- ment of Defense Offer and Acceptance, collect- ion history with re- ceipts, disbursement documentation, delivery history with FMS trans- actions, audit summary sheets, computer ledger listings, and miscell- aneous correspondence pertaining to the case	at AFAFC	*destroy 10 years after FY in which case is closed.
8	detailed balance of payment trans- actions	*reports of cash trans- actions affecting funds disbursed and/or collected		*destroy 10 years after FY in which created.
9	foreign military sales (FMS) billing	*copies of statements of FMS transactions sub- mitted to foreign govern- ments and supporting documentation consisting of various computer listings and related correspondence; delivery, and case control listings		
*10		operational copies of documents in rule 9		destroy after 8 subsequent cycles have been received.

TABLE 177-3 (Continued)				
R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
*11	collection and disbursement vouchers	operational copies		destroy after posting/ balancing actions are complete or when purpose has been served.
*12		copies of vouchers and supporting documents maintained centrally for research and audit purposes		retire to Denver FARC after 3 years where they are destroyed 10 years after FY in which created.
*13	command reimburse- ments	command lists, accounts, payable lists, noninter- fund transactions lists, and other products supporting FMS reimburse- ments to commands		
*14		operational copies		destroy 3 years after discrepancies are resolved.
*15	reports of item discrepancies	forms, lists, etc., dis- crepancies and related correspondence		retire to Denver FARC 3 years after discrepancy is resolved, and destroy 10 years after discrepancy is resolved, held for 7 additional years and destroyed.
*16	Army and Navy ini- tial loading mater- ial	initial load cumulative list, case spread sheets, audit notes, FMS trans- actions, and related documentation		destroy 10 years after FY in which created.

[Amended by R. Wine
per M. Vandergraaf,
8/5/81]

TABLE 177-3 (Continued)

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
*17	Army/Interfund 	billing data which consists of Army Input Totals List, Rejected Army Interfund Transactions, Army Interfund Unmatches by Product Control Number (PCN), Register of Delete Out-of-Balance Actions taken, In-Balance Summary Cards List, Retail Stock Loss Allowance Transactions, Interfund Zero Balance Listings, Unidentified Input to Security Assistance Accounting Center (SAAC) Converter, FMS Interfund Summary Transactions, History File and other documents pertaining to Army/Interfund		destroy 3 years after FY in which created.