

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-AFU-82-045

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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 It is assumed that the items on this schedule were therefore superseded by N1-AFU-90-003.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)

LEAVE BLANK

JOB NO

Wallace
NCI - AFU - 82 - 45

DATE RECEIVED

April 14, 1982

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

7-12-82
Date

John M. Rowe
Archivist of the United States

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

Mrs. Grace T. Rowe

5. TEL. EXT.

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 3 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

8 APR 1982

D. SIGNATURE OF AGENCY REPRESENTATIVE

James E. Dagwell

E. TITLE

**JAMES E. DAGWELL
Documentation Management Branch
Information Mgmt and Resources Div**

7. ITEM NO.

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

9. SAMPLE OR
JOB NO.

10. ACTION TAKEN

1

**REAL PROPERTY INVENTORY RECORDS (Table 87-2)
(Applicable Air Force-wide)**

The purpose of this submission is to add rules 4.1 and 4.2. At present there is no authority to maintain AF Form 1192, USAF Installation Characteristics Report, at the major command. There are no records on which to review or compare previous actions; determine accuracy or applicability of current reports; or base decisions or make recommendations pertaining to a report under study. The AF Form 1192, after report number 1, only reflects the change in the information. MAJCOM makes characteristics change official through issuance of Special Orders (S.O.) and provides HQ USAF with copy of AF Form 1192 and S.O. Maintenance of file at AF MAJCOM level assures accuracy of AF records, particularly if accountability or control transfers from one base or MAJCOM to another.

Rule 4.1 covers reports on bases/installations. The records may be transferred to the gaining command when installation is transferred or they may be destroyed 5 years after installation is disposed of. Rule 4.2 covers reports ^{on} off-base installations. These records may be destroyed 5 years after primary installation is disposed

NN-170-33

2 items

115-107

No mass data change sheet required. Copy of job sent to NAIM by RAW on 7/30/82.

*Closed out: 7-30-82:cm
Copy to Agency*

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services
Administration
FPMR (41 CFR) 101-11.4

Request for Records Disposition Authority—Continuation

JOB NO.

PAGE OF
2 of 2

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	of. The 5 year retention after base inactivation is required for look back reference purposes.		

115-203

Four copies, including original, to be submitted to the National Archives

STANDARD FORM 115-A
Revised July 1974
Prescribed by General Services
Administration
FPMR (41 CFR) 101-11.4

TABLE 87-2

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are <i>at</i>	thenN
4	AF inventory of real property	retained USAF characteristics report	base/stations	<i>Unscheduled</i> retire as permanent when AF is relieved of accountability for installation.
4.1 *			at MAJCOM	transfer to gaining MAJCOM when installation is transferred, or destroy 5 years after installa- tion is disposed of.
4.2 *		retained USAF characteristics report pertaining to off- base installations		destroy 5 years after primary installation is disposed of.