

NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-461-82-02

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: **9/27/2022**

ACTIVE ITEMS

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

NC1-461-82-02 / 265/1/1: Choir Information

NC1-461-82-02 / 265/1/2: Cadet Religious Information

NC1-461-82-02 / 265/1/4: Chorale Information

NC1-461-82-02 / 265/1/5: Cadet Counseling Records

SUPERSEDED AND OBSOLETE ITEMS

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

NC1-461-82-02 / 265/1/3: Request for Chapel Facility Utilization is superseded by DAA-AFU-2017-0010-0008: Chapel Facility Utilization.

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Wallace

LEAVE BLANK

JOB NO

NC1-461-82-2

DATE RECEIVED

May 27, 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

6-21-82
Date

[Signature]
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 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

D. SIGNATURE OF AGENCY REPRESENTATIVE

E. TITLE

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

24 MAY 1982

[Signature: James E. Dagwell]

7. ITEM NO

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

9. SAMPLE OR
JOB NO

10. ACTION TAKEN

**CHAPLAIN RECORDS (Table 265-1 USAFA Regulation 12-50)
(Applicable to Air Force Academy Only)**

Table 265-1 has been reorganized. Rule 1 was former rule 5. Rule 2 was formerly rule 6. Dispositions remain the same. Rule 3 was moved from table 10-1, rule 1; disposition remains the same. Rule 5 was formerly rule 3. Disposition has changed from dispose of per AFMs 35-14 and 12-50 to destroy upon graduation of individual's class. The cards are kept by class dates, i.e., class of 84, 86, etc. When that class graduates, the cards for the class may be destroyed.

[No mass data change sheet required]

5 items

Closed Out: 6-30-82: X.T.D.
Copy to Agency

TABLE 265-1

CHAPLAIN RECORDS

R U L E	A If documents are or pertain to	B Consisting of	C Which are	D Then	E Former Table and Rule
1	Choir Information	forms for identifying musical ability of cadets and aiding in their selection for membership in the Cadet Choir	at Director of Cadet Chapel Music	destroy 1 year after graduation.	T265-1, R5
2	Cadet Religious Information	forms for recording the name, cadet number, class, religious affiliation, family data, religious background, religious interest	at the Office of the Cadet Chaplain		T265-1, R6
3	Request for Chapel Facility Utilization	for scheduling wedding rehearsals, wedding services, rites, and tours in Academy Chapel facilities and for keeping all chapel agencies informed of programmed facility use	at all Academy Chaplain offices	destroy after 3 months or when purpose has been served, whichever is sooner.	T10-1, R1
4	Chorale Information	forms concerning members of the USAFA Cadet Chorale	at offices in charge of the chorale	destroy when superseded, on reassignment, or separation of individual.	T11-1, R16
5	Cadet Counseling Record	cards for choosing new choir members each year and for recording past experiences of each choir	at Cadet Chapel Music Office	destroy upon graduation of individual's class.	T265-1, R3