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| REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i> | | LEAVE BLANK | |
| TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408 | | JOB NO <i>NI-AFU-90-14</i> | DATE RECEIVED <i>12/20/89</i> |
| | | NOTIFICATION TO AGENCY | |
| 1 FROM (Agency or establishment) DEPARTMENT OF THE AIR FORCE - HQ USAF | | In accordance with the provisions of 44 U.S.C. 3303- the disposal request, including amendments is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required. | |
| 2 MAJOR SUBDIVISION DIRECTORATE OF INFORMATION MANAGEMENT AND ADMINISTRATION | | | |
| 3 MINOR SUBDIVISION RECORDS MANAGEMENT POLICY SECTION | | | |
| 4 NAME OF PERSON WITH WHOM TO CONFER Pierre J. Jost | 5 TELEPHONE EXT. 694-3527 | DATE <i>1/2/90</i> | ARCHIVIST OF THE UNITED STATES <i>Claudia J. Weeder</i> |

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 TWO page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, if required under the provisions of Title B of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

| | | |
|--------------------|---|---|
| 6 DATE | 7 SIGNATURE OF AGENCY REPRESENTATIVE | 8 TITLE |
| <i>13 DEC 1989</i> | <i>Inace T Rowe</i> | GRACE T. ROWE, Chief, Rcds Mgt Policy Sec Directorate of Info Mgt and Administration |

| 7 ITEM NO | 8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i> | 9 GRS OR SUPERSEDED JOB CITATION | 10 ACTION TAKEN <i>(NARS USE ONLY)</i> |
|-----------|---|----------------------------------|---|
| 1 | TABLE OF ALLOWANCE/AUTHORIZATION RECORDS (TABLE 67-5, RULE 7) (APPLICABLE AIR FORCE-WIDE) | | |
| | One of our Major Commands asked us to change the rule pertaining to the disposition of the approved copies of allowance/authorization change requests and custodian request/receipt because the present disposition is open to interpretation. The recommended change clarifies the disposition instructions. | | |
| | Request you approve these this rule for inclusion in our disposition standards regulation. | | |

| TABLE 67-5 | | | | |
|--|--|--|-----------|---|
| TABLE OF ALLOWANCE/AUTHORIZATION RECORDS | | | | |
| R U L E | A | B | C | D |
| | If the records are or pertain to | consisting of | which are | then |
| 7 | allowance/authorization change requests and custodian request/receipt (see note) | copies approved under temporary loan authority or pertain to rental of equipment | | destroy upon termination of temporary loan (ASC 897)/rental agreement |