

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

(See Instructions on reverse)

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
WASHINGTON, DC 204081 FROM (Agency or establishment)  
DEPARTMENT OF THE AIR FORCE2 MAJOR SUBDIVISION  
Directorate of Information Management3 MINOR SUBDIVISION  
Records Mgmt Division, SAF/AAIQ4 NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE  
Mr. R. P. Dwyer 703-614-3494

LEAVE BLANK (NARA use only)

JOB NUMBER

N1-AFU-95-6

DATE RECEIVED

4-14-95

NOTIFICATION TO AGENCY

In accordance with the provisions of 44  
U S C 3303a the disposition request,  
including amendments, is approved except  
for items that may be marked "disposition  
not approved" or "withdrawn" in column 10

DATE for ARCHIVIST OF THE UNITED STATES

7/25/95

James Dwyer

## 6 AGENCY CERTIFICATION

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 2 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required;



is attached; or



has been requested.

DATE

11 APR 1995

SIGNATURE OF AGENCY REPRESENTATIVE

Grace T Rowe

TITLE GRACE T. ROWE

Chief, Records Mgmt Branch  
Directorate of Information Mgmt7.  
ITEM  
NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

9. GRS OR  
SUPERSEDED  
JOB CITATION10. ACTION  
TAKEN (NARA  
USE ONLY)ONE-TIME AUTHORIZATION FOR EARLY  
DISPOSAL OF SHORT TERM TEMPORARY RECORDS  
DUE TO CLOSURE OF K. I SAWYER AIR FORCE  
BASE, MICHIGANRequest NARA approval allowing K. I. Sawyer  
Air Force Base to destroy their temporary  
records listed in the attached. The  
attached is an extract of the base's  
submission, as 98% of its listed records  
were already designated by NARA in prior  
base closure actions as either eligible/  
not eligible for early destruction. Based  
on September 1995 base closure, these  
records created in 1995 are normally  
scheduled for destruction between Oct 1995-  
Jan 1998.

Copies sent to agency, NCF 8/2/95

## K. I. SAWYER AIR FORCE BASE SHORT-TERM RECORDS

Listed records with an "\*" have contingency dispositions, in that the year/month disposition time begins only after a specific event or action is completed.

TABLE/RULE	DESCRIPTION	DISPOSITION
T91-4, R2	Electrical Power Generating Plants Operating Logs-Copies	2 Years
T136-3, R1	Combat Ammunition System-Base (CAS-B) Daily Transaction History	1 Year*
T160-3, R3	Blood Transfusions-Copies to Request Blood Products	7 Days*
T177-4, R16	Revolving Fund Records-Machine Cards- (Local Purchase, Payment, Transaction Cards, etc.)	30 Days*
T177-4, R23	Revolving Fund Records-Open Items/ Obligations Listings	1 Year
T177-4, R25	Revolving Fund Records-Prompt Payment Act Information List	1 Year
T177-4, R29	Revolving Fund Records-Registers	1 Year
T177-32, R20	Joint Uniform Military Pay System (JUMPS) Records-Transactions Rejected to Operating Directorate at HQ DFAS-DE	6 Months
T177-32, R62	JUMPS-Pay Adjustment Authorization (Receipted Copy)	6 Months
T200-5, R1.1	Foreign Nationals-Requests for Authorization to Visit Air Force Installations and/or Industrial Facilities (Short/Long Term Visits)- at Other Than HQ USAF	3 Months/ 1 Year
T207-1, R11	Aerospace Systems Security-Security Deviations (Approved)	1 Month*
T207-1, R12	Aerospace Systems Security-Security Deviations (Disapproved)	1 Month*
T207-2, R4	Missile Security Records-Security Message Log (Alarm Situations Used to Record Security Alert Messages)	3 Months

AKINCI AIR BASE, TURKEY AND BALIKESIR AIR BASE,  
TURKEY SHORT-TERM RECORDS

Listed records with an "\*" have contingency dispositions,  
in that the year/month disposition time begins only after  
a specific event or action is completed.

TABLE/RULE	DESCRIPTION	DISPOSITION
<del>T56-3, R8</del>	<del>Communications Security (COMSEC) Surveillance Services Records</del>	<del>2 Years*</del> <del>WITHDRAWN</del>
T86-1, R15	Civil Engineering-Performance Evaluation Program Records	1 Year
T177-17, R16	Accounting and Finance Internal Control-Control Logs (Travel Payments)	2 Months*