

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-AFU-96-10</i>	DATE RECEIVED <i>2-22-96</i>
1. FROM (Agency or establishment) Department of the Air Force		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Directorate of Information Management		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Records Management Branch			
4. NAME OF PERSON WITH WHOM TO CONFER <i>Olthea Croom</i> <i>Patsy Conner</i>	5. TELEPHONE <i>703-695-7612</i> <i>614-3431</i>	DATE	ARCHIVIST OF THE UNITED STATES WITHDRAWN

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 <i>15 Feb 96</i>	SIGNATURE OF AGENCY REPRESENTATIVE 	TITLE FRANCIS X. McGOVERN, Lt Col, USAF Chief, Records Management Branch
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	<p>LEGAL ADMINISTRATION (Table 110-1 of AFR 4-20, Vol. 2; (Applicable Air Force-wide) Table 51-1 of AFMAN 37-139)</p> <p>The purpose of this submission is to revise rules on tax and litigation. These rules will be broken down into litigation, tax issues, environmental litigation and foreign civil litigation. (Table 110-1, Rules 14-18 and add Rules 16.01, 16.02, and 16.03)</p> <p>Rule 14. This rule would be deleted and reserved. Records have been retired under this rule even though there is no disposition; it merely referred you to another table for hospital recovery claims. Records currently filed under this rule would need to be destroyed or filed under their proper disposition upon its approval.</p>		WITHDRAWN
2.	<p>Rule 15, litigation. Litigation records, other than military personnel, civilian personnel, and medical</p>		WITHDRAWN

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records. These records include pleadings, motions, interrogatories, orders, records, etc., and are used by USAF personnel to enable the United States, its officers, employees, and parties to the litigation to prosecute or defend law suits in civil litigation. After 25 years the background information on these court cases will not be needed. The actual court cases would be available in bound volumes for those cases of precedential value. These records are covered by the Privacy Act System of Records F110 AFJAB.

3. Rule 16.01, tax issues. Tax issue records include pleadings, motions, interrogatories, orders, and records accumulated incident to litigation arising out of tax disputes. . After 25 years the background information on these court cases will not be needed. The actual court cases would be available in bound volumes for those cases of precedential value.
4. Rule 16.02, environmental litigation. Environmental litigation files should be maintained for 50 years to coincide with Civil Engineering environmental records, Table 19-1.
5. Rule 16.03, foreign civil litigation. Foreign civil litigation covers records in which the Air Force or one of its agents is named as a party. Although the Department of Justice defends each of the cases, it does not retain a complete case file on each decision. Legal decisions rendered in foreign courts often have precedential value for future cases in that country, and even in similar cases being defended by the U.S. government in other countries. The ten year retention would provide a reasonable period of time to have the findings and reasoning of the court available for research.
6. Rules 17 and 18. Copies of reports of legal process are included under Rules 15 through 16.03. Therefore Rules 17 and 18 may be deleted and reserved.

NEW/REVISED RECORD CATEGORIES

TABLE 110-1

LEGAL ADMINISTRATION

	A	B	C	D
R U L E	If the records are or pertain to	consisting of	which are	then
14	(RESERVED)			
15	litigation	legal actions involving the AF, its personnel, or contractors; and administrative proceedings, investigative reports, and legal processing affecting accomplishment of the AF mission except actions on claims under AFI 51-501	at responsible legal office	destroy after 25 years
16.01	tax issues	records accumulated incident to litigation arising out of tax disputes	at responsible legal office	destroy after 25 years
16.02	environmental litigation	records accumulated incident to environmental litigation	at responsible legal office	destroy after 50 years (See note)
16.03	foreign civil litigation	records accumulated incident to foreign civil litigation in which the Air Force or one of its agents is named as a party	at responsible legal office	destroy after 10 years
17	(RESERVED)			
18	(RESERVED)			

NOTE: Destroy 50 years from the date of the establishment of the documentation (Section 103, P.L. 96-510). If the Administrator of the Environmental Protection Agency (EPA), the EPA regional administrator, the state or local environmental officials or the installation commander require a longer retention period for the protection of the public health or welfare, submit a request to SAF/AAIQ for approval of the revised retention period and hold the records in a "pending disposition" status.