

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		<b>LEAVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>N1-AFU-96-20</i>	DATE RECEIVED <i>8-15-96</i>
1. FROM (Agency or establishment) <b>DEPARTMENT OF THE AIR FORCE</b>		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION <b>DCS/COMMUNICATION AND INFORMATION</b>			
3. MINOR SUBDIVISION <b>INFRASTRUCTURE DIVISION</b>			
4. NAME OF PERSON WITH WHOM TO CONFER <b>FREDERICK DAVIS</b>	5. TELEPHONE <b>703-697-2804</b>	DATE <i>for</i> ARCHIVIST OF THE UNITED STATES <i>12/4/96</i> <i>James S. ...</i>	

**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 1 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 <b>12 Aug 96</b>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Robert E. Carr</i>	TITLE <b>ROBERT E. CARR, Col, USAF Chief, Infrastructure Division</b>
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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 GRS OR SUPERSEDED JOB CITATION	10.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 style="text-align: center;"><b>ADMINISTRATIVE ORDERS (Table 37-13, R2.01 &amp; 2.02) (Applicable Air Force-wide)</b></p> <p>Rules 2.01 and 2.02. Needs clarification to eliminate an expensive and labor intensive project generated by an oversight in N1-AFU-95-5 approval. Current and proposed dispositions are attached.</p> <p><b>JUSTIFICATION:</b> Approximately 40 years of records were shipped to Federal Records Centers (FRC) in numerous of boxes, with more than one series of orders. The changed disposition approved in N1-AFU-95-5 requires we retroactively apply this disposition; to include all of the records in storage at the FRCs. The FRCs would have to ship all of these boxes back to the originators. All other series of orders would have to be removed, reboxed, and shipped back to the FRCs. The cost of this project would be astronomical. Adding a clarifier to the current disposition would alleviate this problem.</p>	N1-AFU-95-5	

*Superseded*  
**Current Disposition**

**TABLE 37-13****ADMINISTRATIVE ORDERS**

	A	B	C	D
<b>R U L E</b>	<b>If the records are or pertain to</b>	<b>consisting of</b>	<b>which are</b>	<b>then</b>
2.01	Temporary orders	originals or record copies of A-series, O-series, X-series, aeronautical, and reserve orders (Except D-series and J-series reserve orders)	organized and maintained per AFI 37-128 (See Note 1)	destroy after 56 years (See Notes 4 and 5). AUTH: N1-AFU-95-5
2.02		originals or record copies of D-series and J-series reserve orders	at AFRES units and ARPC	destroy after 7 years (See Note 4). AUTH: N1-AFU-95-5

*Approved*  
**Proposed Disposition**

**TABLE 37-13****ADMINISTRATIVE ORDERS**

	A	B	C	D
<b>R U L E</b>	<b>If the records are or pertain to</b>	<b>consisting of</b>	<b>which are</b>	<b>then</b>
2.01	Temporary orders	originals or record copies of A-series, O-series, X-series, aeronautical, and reserve orders including D-series and J-series reserve orders issued PRIOR TO FY95	organized and maintained per AFI 37-128 (See Note 1)	destroy after 56 years (See Notes 4 and 5). AUTH: N1-AFU-95-5
2.02		originals or record copies of D-series and J-series reserve orders issued AFTER FY95 94	at AFRES units and ARPC	destroy after 7 years. AUTH: N1-AFU-95-5

[Amended by R. Ware per F. Davis, 8-16-96]