

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

*1 item*  
TO **GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

*Air Force Unit.*

1 FROM (AGENCY OR ESTABLISHMENT)  
**DEPARTMENT OF THE AIR FORCE**

2 MAJOR SUBDIVISION  
**Directorate of Administration**

3 MINOR SUBDIVISION  
**Documentation Systems Division**

4 NAME OF PERSON WITH WHOM TO CONFER  
**Mr. K. J. Bilek**

5 TEL EXT  
**11-29209**

6 CERTIFICATE OF AGENCY REPRESENTATIVE

LEAVE BLANK	
DATE RECEIVED <b>MAY 23 1974</b>	JOB NO <b>NC 174-243</b>
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<b>8-12-74</b> <i>James B. P. Roadin</i> Date Archivist of the United States	

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

**16 MAY 1974**  
(Date)

*Herbert G. Geiger*  
(Signature of Agency Representative)

**HERBERT G. GEIGER, Chief  
Documentation Systems Division  
Directorate of Administration**  
(Title)

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1	<p align="center"><b>PROGRAM ADMINISTRATION RECORDS (50-1)</b> (Applicable Air Force-wide)</p> <p>See attached table 50-1, rule 20 which provides disposition instructions for academic instructor course waivers which are necessary as long as individuals are eligible for assignment to instructional positions in Air University. The recommended retention period will adequately serve all administrative and legal purposes of the Air Force.</p>	DLT 50-1 R20	

TABLE 50-1 (Continued)

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
20	academic instructor course waivers	requests, justifications, approvals and disap- provals		destroy when no longer eligible for assignment to instructional po- sitions in AU or when purpose has been served, which ever is sooner.