

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

29 items (See Instructions on Reverse) *AFM*

TO: GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)
DEPARTMENT OF THE AIR FORCE, HQ USAF

2. MAJOR SUBDIVISION
Directorate of Administration

3. MINOR SUBDIVISION
Documentation Systems Division

4. NAME OF PERSON WITH WHOM TO CONFER
Mr. Neil Vandergraaf

5. TEL. EXT.
199-2385

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED MAY 20 1975	JOB NO. NC - AFU- 75 -64
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 "with-drawn" in column 10.	
7-1-75 (Date)	<i>James B. Rhoads</i> 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 4 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

9 MAY 1975

Herbert G. Geiger
(Signature of Agency Representative)

HERBERT G. GEIGER, Chief
Documentation Systems Division
Directorate of Administration

Date	(Signature of Agency Representative)	(Title)
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p align="center">VARIOUS SPECIAL INTELLIGENCE RECORDS (See Attached List)</p> <p align="center"><u>(Applicable within USAF Security Service only)</u></p> <p>Request authority to destroy approximately 244 cubic feet of source documents which constitute inactive records maintained by the United States Air Force Security Service under jurisdiction of the National Security Agency. These records have been identified under various series covered by AFM 12-50 with disposition standards specified as "Permanent". The collection is not subject to normal handling because of intelligence considerations, so that it is unlikely they will ever be released by custodian or a successor organization. The collection has been converted to microfilm in order to meet administrative requirements. In paperform, they are physically remote so that necessary reference impose a labor-intensive retrieval problem. Microfilm is produced under quality conditions which meet or exceed requirements of FPMR 101-11.5. Storage conditions are adequate for purposes of preserving information but do not necessarily conform precisely to those specified in FPMR 101-11.5. Microform produced in roll form was subsequently inserted into jackets to meet requirements of retrieval system.</p>		

*Copy to Agency
7/7/75 DC*

6/24/75 - Change with approval of K. J. Buick

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>Request that disposal authority be granted for future records converted to microfilm under this system as well as the existing collection.</p>		