

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

*2 items*  
TO GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

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. C. J. PHILLIPS

5. TEL EXT.

756-2384

6. CERTIFICATE OF AGENCY REPRESENTATIVE

**LEAVE BLANK**

DATE RECEIVED

JUN 12 1975

JOB NO

**NC - AFU - 75 - 68**

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

7-21-75

(Date)

*acting* *James E. O'Neil*  
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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

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

**9 JUN 1975**

Date

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

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p align="center">C-E EQUIPMENT NOMENCLATURE, EQUIPMENT, RECORDS AND ENVIRONMENT FILES</p> <p align="center">(Table 100-6) (Applicable Air Force Wide)</p> <p>The purpose of this submission is to establish disposition standards for documentation used for historical record of contract data and maintenance performed on leased intra-base radio and government-owned radios under warranty. Documentation is also used to record equipment malfunctions and intermittently for management purposes.</p> <p align="right"><i>Copy to Agency 7/15/75</i></p>		

TABLE: 100-6

C-E Equipment Nomenclature, Equipment, Records, and Environment Files

R U L E	A	B	C	D	PRESCRIBING DIRECTIVE
	IF DOCUMENTS ARE OR PERTAIN TO	CONSISTING OF	WHICH ARE	THEN	
4 *	Intrabase Radio Record	Intrabase Radio Documentation record, and copy of equipment warranty, when applicable	used to record historical contract maintenance and cost/warranty data for government-owned intrabase radios under warranty	upon expiration of warranty, transcribe significant maintenance data to AFTO Fm 95, which will be maintained under T66-3, R1, 2, and 3. Destroy intrabase radio documentation form and related warranty.	AFM 100-22, Chap 13
5 *			used to record historical contract maintenance and cost/warranty data for leased intrabase radios	Destroy upon termination/cancellation of lease. For equipment that becomes government property through recapture, upon termination of warranty transfer significant maintenance historical data to AFTO Fm 95, which will be maintained under T66-3, R1, 2, and 3.	