

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

12 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

Preston B. Speed

5. TEL. EXT.

756-2384

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED AUG 17 1976	JOB NO. NC1-AFU-76-55
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.	
AUG 27 1976 (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 3 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

12 AUG 1976

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
	<p>FUELS, PROPELLANTS AND CHEMICAL RECORDS (Table 144-1) (Applicable Air Force-wide)</p> <p>The attached decision logic table is our proposed revision of AFM 12-50, Table 144-1, Rules 1-11, governing fuels, propellants, and chemical records. The change updates our description for many series and revises disposition criteria as required. The abbreviation SA-ALC stands for San Antonio Air Logistics Center.</p>	<p>NN 170-33</p>	

Copy to Agency 9-7-76 AD

TABLE 144-1

FUELS, PROPELLANTS, AND CHEMICAL RECORDS

R U L E	A If documents are or pertain to	B consisting of	C which are	D then
1	aviation fuel, and ground petroleum and cryogenic products	fuels unique ADPE outputs printouts including receipt, storage, issue, inventory, and item accounting docu- ments and access control logs	at base fuel activities	destroy after 1 year (note).
1.1		orders placed for products from contract sources and corresponding receipts		destroy 6 years, 3 months after expiration of contract.
2		operating loss analysis		destroy after six months
3		daily fuels request and servicing logs		
4		monthly quality control inspection reports		
4.1			at activities above base level	destroy when no longer needed.
5		energy conservation reports, analyses, and policy data computations		destroy after 2 years.
5.1	aviation fuel and oil sales	certificates of tax exemp- tion furnished by contract, charter and civil aircraft operators	at base fuels activi- ties and SA-AIC	destroy after 3 years.

TABLE 144-1 (Continued)

R U L E	A If documents are or pertain to	B consisting of	C which are	D then
6	test records	laboratory test reports	at area testing laboratories	destroy after 1 year.
7			at base fuels activities	destroy after 6 months.
8	propellant and pressurant forecasts	helium requirements data and forecast of propellant report	at base reporting requirements to SA-AIC	destroy after 3 years.
9	liquid fuels supervisor records	physical profile serial report, certificate of competency, request for certification/recertification and approval	at requesting and approving activities	destroy upon recertification or ineligibility of individual.
10	inspection documents	documents covering the inspection of permanently installed base bulk fuel storage systems	accumulated through servicing, inspection, preventive maintenance, repair, overhaul, and reclamation	destroy after 6 months.
11	construction project proposals	theater airfield capability and construction data		destroy 1 year after final action on the proposal.
	Note: For disposition of SB6S document registers, see tables 67-4 and 67-8.			