

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*8 items*  
(See Instructions on Reverse)

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

5. TEL. EXT.

MRS. M. B. FOURAKER

767-4050

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED <b>JAN 10 1977</b>	JOB NO. <b>NC 1-AFCU-77-66</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 "with-drawn" in column 10.	
2-1-77 (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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

14 DEC 1976

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

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

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">POLICY, GENERAL AUTHORITY, AND GENERAL MANAGEMENT RECORDS (40-1)</p> <p align="center">(Applicable Air Force-wide)</p> <p>The attached submission proposes to add rules 22 and 23 to table 40-1, Air Force Manual 12-50. The documentation is not now covered and the proposed additional rules will adequately satisfy Air Force requirements.</p>	<p align="center">NN 170-33</p>	

SENT TO AGENCY - 2/4/77

TABLE 40-1

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
22	Federal Employees' Compensation Act log	weekly listing of injuries used as a check file for all cases sent to Office of Workers' Compensation Programs	maintained by civilian personnel offices	destroy after 5 years
23	Federal Employees' Compensation Act case files	letters and copies of forms and statements for each case used as a check file for all cases sent to the Office of Workers' Compensa- tion Programs		

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