

**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, 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.
767-4495

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED <i>8</i> APR 1977	JOB NO. NC1 AFU 77 80
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.	
4-19-77 (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.

25 MAR 1977

Herbert G. Leiger

HERBERT G. LEIGER, JR.
Documentation Systems Division
Directorate of Administration

Date (Signature of Agency Representative) (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	SECURITY POLICE RECORDS (T125-1) (Applicable Air Force-wide) The attached submission proposes to add rule 41 to table 125-1 of Air Force Manual 12-50. It also changes rule 40 slightly. Rules 40 and 41 together prescribe the retention criteria for Air Force Form 301, Security Container Check Record, for fund containers located within central depositories and for those containers located outside of central depositories. The current rule 40 by itself prescribes the retention criteria for these records for fund containers located within central depositories only. The proposed retention criteria will adequately serve Air Force requirements.	NC-AFU-75-22	

Sent to agency 4/21/77 JB

TABLE 125-1 (Continued)

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
40	security container check records	*records used on containers/ vaults for storing funds	*located outside of central depositories	*destroy after superseding records are prepared.
41			*located in central depositories	*destroy after 3 months.