INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-AFU-78-14

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Items 100/20/4 and 7 were superseded by NC1-AFU-81-37 / 100/20/4 and 7.
In 1989, Air Force submitted N1-AFU-90-003 to cover all of their temporary items in AFR 12-50, Volume II, Disposition of Air Force Records (dated 1987) under a single job number. The remaining items on this schedule were temporary items. It is assumed that the remaining items on this schedule were therefore superseded by N1-AFU-90-003.

REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS
(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 (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:

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.

2 6 OCT 1977

Date

(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
	COMMUNICATIONS-ELECTRONICS (C-E) COMPUTER PROGRAMMING RECORDS (Table 100-20) (Applicable to Headquarters Air Force Communications Service and communications areas)		
1	Request approval to establish disposition criteria as shown on the attached proposed new table 100-20, pertaining to C-E computer programming documentation. Although Air Force Manual 12-50 contains descriptions of the material in the attached new table in tables 80 - Research and Development, 171 - Automatic Data Processing Systems and Procedures, and 300 - Automation Records, the statements in Column C and the disposition do not conform with Air Force Communications Service (AFCS) and the Communications Computer Programming Center (CCPC) standards. CCPC records are unique, since the Center has sole responsibility for establishing communications computer systems within the Air Force. If activities maintaining computer programming records pertaining to C-E are required to use established tables and rules in the 80-, 171-, and 300-series, significant documentation may be destroyed.		

7 items

115-106

Send copy to agency, NNM, & NNR. -3/28/78

* TABLE 100-20

COMMUNICATIONS-ELECTRONICS (C-E) COMPUTER PROGRAMMING RECORDS

R U L E	A If documents are or pertain to	B consisting of	C which are	D then
1	system case files	authorization documents, requirements, plans, schedules; contractual and procurement documents, drawings, specifications, photographs; technical progress summaries and reports; technical visits, conferences, evaluations, results and conclusions; technical documentary reports, management reports on design and development efforts and engineering services; management task control numbers (MTCN) and related correspondence; operating reports, e.g., progress management and termination reports containing technical and related administrative, fiscal, personnel and logistical information, notices of cancellation and related correspondence, including preliminary and critical design review project record books; formal documentation	accumulated and maintained by the office of prime responsibility for tasked systems from their initiation through design, development, testing and maintenance	upon disapproval or discontinuance of system, documents will be condensed, noted and included in a system summary and forwarded to the programming center library. Destroy remaining documents.
2			disapproved or discontinued system summaries at the programming center libraries	destroy disapproved or discontinued system summaries after being held in library historical files for 5 years, or destroy 5 years after deactivation whichever is sooner.

TABLE 100-20 (Continued)

RULE	A If documents are or pertain to	B consisting of	C which are	D then
3	support systems case files		accumulated and maintained by supporting, participating, testing or other activity not having prime responsibility	destroy when superseded, obsolete, or no longer needed for reference, whichever is later.
4	management task control records	opening and closing statements, and related cost analysis	maintained by project management office (PMO)	hold 5 years after task closing, then destroy.
5	computer products	magnetic tape, disk, cards, paper tape, listings, or other medium on which data is recorded by a machine, or created for interpretation and use by a machine		upon implementation and verification of the most current assembly (revision), retain two previous assemblies and associated documentation (three sequential assemblies and documentation) and purge or destroy all other data.
6			maintained at programming center libraries	destroy previous assemblies after being held in library historical files 5 years or destroy 5 years after deactivation, whichever is sooner.
7	program changes	emergency programming actions, design control numbers, program control numbers, design change off-line, patches, revisions, certifications, related and similar correspondence		destroy when superseded, obsolete or no longer required for reference, whichever is later.