REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

	LEAVE BLANK
	JOB NO

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
1947 Administrative Support Group (HQ USAF)

3. MINOR SUBDIVISION
Information Management and Resources Division

4. NAME OF PERSON WITH WHOM TO CONFER	5. TEL. EXT
Preston B. Speed	767-4479

JOB NO

NC 1-AFU-79 1

DATE RECEIVED

OCT 4 1978

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

10-11-78 James E. O'Neill

Date   ACTING Archivist of the United States

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 __2__ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

☐ **A** Request for immediate disposal.

☒ **B** Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
25 SEP 1978	Herbert G. Geiger	HERBERT G. GEIGER, Chief Information Mgt and Resource Div

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	ESTIMATES AND FINANCIAL PLANS (Table 172-2) (Applicable Air Force-wide) The purpose of this submission is to establish disposal authority for budget documents maintained by other than budget offices. These records include various types of documents used in preparing budget requests submitted to Air Force budget offices. A one-year retention period will satisfy our current requirements.	NN 170-33	

Sent to Agency only   10-16-78

TABLE   172-2

FINANCIAL ESTIMATES AND PLANS

R U L E	A If documents are or pertain to	B consisting of	C which are	D then
1	development documenta- tion	(no change)	(no change)	(no change)
			(no change)	(no change)
2.1			at other than budget offices	destroy 1 year after the close of the fiscal year to which it pertains.