

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO <i>NCI-AFK-81-39</i>	
DATE RECEIVED <i>MARCH 5, 1981</i>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<i>Withdrawn</i>	Date <i>Archivist of the United States</i>

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 & Resources Division

4. NAME OF PERSON WITH WHOM TO CONFER

Mrs. Grace T. Rowe

5. TEL EXT

694-3527

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.

A Request for immediate disposal.

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

C. DATE <b>27 FEB 1981</b>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Herbert G. Geiger</i>	E. TITLE <b>HERBERT G. GEIGER, Chief Information Mgt and Resource Div</b>
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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"><b>HISTORIC PRESERVATION PROGRAM (Table 19-3)</b> (Applicable Air Force-wide)</p> <p>The purpose of this submission is to request disposition criteria for the Air Force documentation accumulated incident to the Air Force historic preservation program. This table includes documentation on districts, sites, buildings, structures, and other objects significant in American history, architecture, or archaeology. The collection of nominations and approvals for acceptance and the nomination disapprovals at Headquarters, USAF, Directorate of Engineering and Services is recommended for permanent retention (Rule 2). The disapprovals are recommended for permanent retention to insure that all potential historical resources considered as significant by the Air Force have been documented. These disapprovals will be useful to prove that the Air Force followed the pertinent laws and regulations. They will also be interesting to historical researchers. Some of the disapprovals may become approvals at a later date; therefore, background documents will be preserved.</p> <p>Executive Order 11593 requires that all properties having eligibility or potential eligibility for inclusion in the National Register of Historical Places be nominated and</p>	GRS22 DEV	

*5 items*

*No mass data change sheet required. Copy of job sent to agency as enclosure to NCD's 9-17-83 letter. R.W.*

**Request for Records Disposition Authority - Continuation**

JOB NO

PAGE OF

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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>preserved along with applicable records. The documentation listed in rule 2 may be offered to National Archives 10 years after the Air Force is relieved of accountability of the installation. Provisions of the Freedom of Information Act and security regulations apply to the access of these documents. The files are maintained alphabetically by base, then by individual historic resource. Since this is a relatively new program, none have been retired. There are approximately 3 cubic feet on hand in the Directorate of Engineering and Services at HQ USAF. It is anticipated that the annual accumulation will be less than 1 cubic feet.</p>		

TABLE 19-3 Historic Preservation Program

R U L E	A  If documents are or pertain to	B  consisting of	C  which are	D  then
1	Historic Preservation (See Note 1)	documents relating to general administration of the Historic Preservation Program		destroy when superseded, obsolete, or no longer needed.
2		nomination for acceptance; background material; correspondence; reports; maps; charts; copies of legal instruments; architectural renderings; repair; alteration and construction drawings and specifications; sketches, illustrations, or photographs; transmittal coordinations; and related documents	approvals or disapprovals created or received at HQ USAF/LEE	retire as permanent when Air Force is relieved of accountability of the installation.
3			disapprovals or approvals created or received at MAJCOM/SOA/installation	destroy when Air Force is relieved of accountability of the installation or when no longer needed for reference, whichever is later (See Note 2).
4			maintained in real property case files	see Table 87-1, rule 1.
5	National Register of Historic Places			destroy when obsolete, superseded, or no longer needed for reference.
<p>Note 1: Historic resources include districts, sites, buildings, structures, and other objects significant in American history, architecture, or archaeology.</p>				
<p>Note 2: When the Air Force is relieved of accountability of the installation, provide a copy of the nominations to the individual or agency assuming ownership/accountability of the installation.</p>				
<p><u>Abbreviations</u></p>				

HQ USAF/LEE = Directorate of ~~Civil~~ Engineering and Services, Headquarters US Air Force  
 MAJCOM = Major Air Command SOA = Separate Operating Agency

*[Withdrawn]*