

REQUEST FOR RECORDS DISPOSITION AUTHORITY  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NCI-AFU-83-100
DATE RECEIVED	6/16/83
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
8-31-83 Date	<i>[Signature]</i> Archivist of the United States

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, HQ USAF

3. MINOR SUBDIVISION  
Documentation Management

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 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 7 JUN 1983	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T Rowe</i>	E. TITLE GRACE T. ROWE Documentation Management Directorate of Administration
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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
	UNION AND/OR ASSOCIATIONS OF SUPERVISORS AND MANAGEMENT OFFICIAL MANAGEMENT DOCUMENTATION (Table 40-6) (Applicable At HQ USAF)		
1	The purpose of this submission is to add rules 2.1 and 11. Rule 2.1 covers summary of recognition and agreement data on union or accociations. The information may be destroyed when union is no longer recognized or no longer needed, whichever is later. It is required for trend analysis and administrative reference.	NCI-AFU-81-47	
2	Rule 11 covers official time usage for representation purposes and consists of summary of official time expended for representation purposes. The documentation may be destroyed when union is no longer recognized or when no longer needed, whichever is later. The information is needed for administrative reference purposes.		

No mass data change sheet required. Copy of job sent to agency by R.A.W., 7-2-83.

2 items

TABLE 40-6 UNION AND/OR ASSOCIATIONS OF SUPERVISORS AND OFFICIALS MANAGEMENT DOCUMENTATION

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
GRS 1/ 29a(1) * Deviation	2.1 union or association recognition	summary of recognition and agreement data	at HQ USAF	destroy when union is no longer recognized or when no longer needed, whichever is later.
GRS 1/ 29a(1) * Deviation	11 official time usage for representation purposes	summary of official time expended for representation purposes	at HQ USAF	destroy when union is no longer recognized or when no longer needed, whichever is later.