

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

*air Force
undifferentiated
1 class*

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 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. C. J. Phillips

5. TEL. EXT.

11-29209

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK

DATE RECEIVED

3 AUG 1973

JOB NO.

174- 35

NOTIFICATION TO AGENCY

NOTIFICATION TO AGENCY

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC
LAW 91-287 DISPOSAL OF ITEMS MARKED "DISPOSAL
APPROVED" IS AUTHORIZED.

8-21-73
DATE *James E. O'Heir*
ACTING 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
1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

**R. E. REILLY, Chief
Documentation Management Branch
Directorate of Administration**

9 AUG 1973

(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
	<p>COMMISSARY AND COMMISSARY STORE RECORDS (T145-1) (Applicable Air Force-wide)</p> <p>The purpose of this submission is to establish disposition standards for commissary selection committee records. Monthly meetings are held to identify and select shelf stock items for sale in commissaries to satisfy general, ethnic, or geographic personnel groups. Recommend disposition for minutes of meetings of such meetings is attached.</p>	<p>NN170-33 171-119</p>	

TABLE 145-1 COMMISSARY AND COMMISSARY STORE RECORDS (Continued)

R U L E	A	B	C	D	Supersec AFM 181- 1 Dec 66 paragrap
	If documents are or pertain to	consisting of	which are	then	
18 *	commissary selection committee records	commissary selecting meeting minutes	recorder's copy	destroy after two years. DISPOSAL APPROVED	
19 *			all others	destroy when no longer needed, or after two years, whichever is sooner. DISPOSAL APPROVED	