

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		(Leave Blank (NARA use only))	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>71-AF2-03-19</i>	
1. FROM (Agency or establishment) DEPARTMENT OF THE AIR FORCE		DATE RECEIVED <i>9-11-2003</i>	
2. MAJOR SUBDIVISION HQ COMMUNICATIONS AND INFORMATION CENTER		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION COMMUNICATIONS AND OPERATIONS DIRECTORATE		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
4. NAME OF PERSON WITH WHOM TO CONFER OLTHEA S. CROOM <i>Air Force Records Officer</i>	5. TELEPHONE (703) 588-6194		

6. AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested

DATE 5 Sep 03	SIGNATURE OF AGENCY REPRESENTATIVE <i>Olthea S. Croom</i> OLTHEA S. CROOM	TITLE AIR FORCE RECORDS OFFICER
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7. ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>Electronic copies created on electronic mail and electronic input records (word processing, form filler software) will be deleted after recordkeeping copy has been produced and when no longer needed for reference, updating, revision, or dissemination</p> <p style="text-align: center;">AUTOMATED INFORMATION SYSTEMS (AIS) SECURITY RECORDS (TABLE 33-25) (Applicable Air Force-Wide)</p> <p>DoDI 8500 2 (IA Control ECRR-1, Audit Records) mandates a 1 year retention for audit records in an automated information systems (AIS).</p>		<p>WITHDRAWN</p> <p><i>10/21/03</i></p>

TABLE 33-25

AUTOMATED INFORMATION SYSTEMS (AIS) SECURITY RECORDS

	A	B	C	D
R U L E	If the records are or pertain to	consisting of	which are	then
*8	Audit Documents	automatic or manual records (audit trails) that identify AIS access attempts (pass or fail), security-relevant actions or events, and security violations changes in security profiles or security level, or privileges of programs, users or systems	at AIS activity	Destroy after 1 year AUTH

WITHDRAWN

NARA approval not needed for this Rule, because disposition of records is covered by GRS 20, item 1c. See also 10/21/03 email from R. Noble to O. Croom.

-R. Noble
NARA
10/21/03