

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 N1-AFU-94-5	DATE RECEIVED 3-3-94
1 FROM (Agency or establishment) DEPARTMENT OF THE AIR FORCE		NOTIFICATION TO AGENCY 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disposition request, including amendments, is approved except for items that may be marked disposition not approved or withdrawn in column 10	
2 MAJOR SUBDIVISION Directorate of Information Management			
3 MINOR SUBDIVISION Admin Comm/Records Mgt Division, SAF/AAIQ			
4 NAME OF PERSON WITH WHOM TO CONFER Mr. R. P. Dwyer	5 TELEPHONE 703-614-3494	DATE 7/6/94	ARCHIVIST OF THE UNITED STATES <i>Grace T. Rowe for Judy H. Peterson</i>

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 ___ 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 MAR 1 1994	SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T. Rowe</i>	TITLE GRACE T. ROWE Chief, Records Management Branch Directorate of Information Mgt
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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 GRS OR SUPERSEDED JOB CITATION	10.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)
	<p style="text-align: center;">ONE-TIME AUTHORIZATION FOR EARLY DISPOSAL OF SHORT TERM TEMPORARY RECORDS DUE TO CLOSURE OF SEMBACH AIR BASE, GERMANY</p> <p>Request NARA approval allowing Sembach Air Base to destroy their temporary records listed in the attached. The attached is an extract of the base's submission, as 98% of its listed records were already designated by NARA in prior base closure actions as either eligible/not eligible for early destruction. Based on March 1994 base closure, these records created in 1993 and 1994 are normally scheduled for destruction between Jan 1995-Jan 1996.</p> <p style="text-align: right;"><i>Copies sent to agency, NCF 7/15/94</i></p>		

SEMBACH AIR BASE SHORT-TERM RECORDS

TABLE/RULE	DESCRIPTION	DISPOSITION
T35-11, R4	Air Force Transition Program- Recurring Reports	1 Year
T35-11, R5	Air Force Transition Program- Manpower Development Training Act Records	1 Year
T35-11, R7	Air Force Transition Program- Transition Manpower Programs Information Bulletins	1 Year
T67-12, R18	Material Utilization Program- D049/D067 Reject Listing	1 Year
T69-1, R9	Storage and Warehousing-Storage Reports	1 Year
T78-5, R3	Conservation Program-Quarterly Reports	1 Year
T78-5, R13	Conservation Program-Bulletins and Newsletters	1 Year
T127-1, R22	Traffic Safety Education-Safety Education Call Roster	1 Year
T127-1, R23	Traffic Safety Education-Motorcycle Safety Training Data	1 Year

SEMBACH AIR BASE SHORT-TERM RECORDS

TABLE/RULE	DESCRIPTION	DISPOSITION
T4-3, R17	Application for Registration or Certification of Official Mail-Other than Registered Mail	1 Year
T11-1, R3	Project Control and Support-Records Documenting Assignments, Progress and Completion of Projects	1 Year
T26-1, R17	Manpower Change Requests-Approved/Disapproved Requests at MAJCOMS	2 Years
T168-12, R2	Medical Quality Assurance-Committee Meetings and Civilian Peer Reviews (Copies at Major Commands/Surgeon General (MAJCOMS/SG))	1 Year
✓ T176-5, R8	Non-Appropriated Funds (NAF) Procurement Concessionaires (Letters of Complaint, Reports of Violations, and other similar records)	1 Year WITHDRAWN
✓ T176-4, R13.2	Revolving Fund Records-Buyer Interfund Bills (Non-Foreign Military Sales (FMS))	1 Year WITHDRAWN