

REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS

(See Instructions on Reverse)

2 items

AFU

TO GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

LEAVE BLANK	
DATE RECEIVED JAN 31 1975	JOB NO NC - AFU - 75 - 46
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 USC 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with drawn" in column 10	
<i>3-13-75</i> <i>James E. O'Keefe</i> (Date) <i>acting</i> Archivist of the United States	

1. FROM (AGENCY OR ESTABLISHMENT)
DEPARTMENT OF THE AIR FORCE

2. MAJOR SUBDIVISION
Directorate of Administration

3. MINOR SUBDIVISION
Documentation Systems Division

4. NAME OF PERSON WITH WHOM TO CONFER
Mr. K. J. Bilek

5. TEL EXT
11-29209

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

30 JAN 1975

Herbert G. Geiger
(Signature of Agency Representative)

HERBERT G. GEIGER, Chief
Documentation Systems Division
Directorate of Administration
(Title)

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	OSI INTERNAL SECURITY INVESTIGATIONS (ISIs)(124-7) (Applicable Air Force-wide) See attached table 124-7, rules 2 and 3 have been revised as a direct result of a reevaluation study conducted by AFOSI. Based on this study, the disposition has been changed from 30 years to read 15 years. A 15 year retention period after the last investigative action is reasonable. Further, the scope of a background investigation is the latter 15 years of an individual's life; therefore, maintaining favorably adjudicated internal security files beyond that period is not warranted. The above disposition is adequate to provide all legal and administrative requirements of the Air Force.	T124-7 Rules 2 and 3	

Copy to Agency 3/19/75
Copy to Field 3/25/75

TABLE 124-7

OSI INTERNAL SECURITY INVESTIGATIONS (ISIs) (NOTE)

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
1	ISIs for DOD affiliated personnel (84, 85 and 86)	investigations of personnel when the allegation falls within the purview of AI Rs 35-62, 40-732 or 205-4, exclusive of copies of investigative reports furnished by US Civil Service Commission	record copy at AFOSI wherein the affiliation was not completed	destroy 1 year after notification that affiliation was not completed
2			record copy at AFOSI	★ microfilm after 5 years and destroy when microfilm is determined adequate substitute (note).
3			microfilm copies	★ destroy after 10 years.
4	ISIs covered by rules 1 thru 3	feeder report or information copies	copies retained by AFOSI field extensions	destroy after 90 days or when purpose has been served, whichever is sooner (note).

Note: Category types 24P, 31, 32, 33, 70(31), 74(31), 74(33), 79 and 80 are used as repository for ISIs initiated prior to establishment of category types 84, 85 and 86