

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NC 1-AFU 78 56	
DATE RECEIVED AUG 28 1978	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
9-11-78 <i>Date</i>	<i>James E. Dagwell</i> <i>Archivist of the United States</i>

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

1947 Administrative Support Group (HQ USAF)

3. MINOR SUBDIVISION

Information Management & Resources Division

4. NAME OF PERSON WITH WHOM TO CONFER

Mr. K. J. Bilek

5. TEL. EXT.

767-4496

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 17 AUG 1978	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>James E. Dagwell</i>	E. TITLE JAMES E. DAGWELL, Chief Documentation Management Br
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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
1	PERSONNEL RADIATION EXPOSURE RECORDS (161-4) (Applicable Air Force-Wide) See attached table 161-4, rule 9, which identifies the Pocket Dosimeter Results Log form and provides for its disposition. Effects of radiation are cumulative, and pose a potential health hazard unless monitored. The retention period will adequately serve all Air Force requirements.		

to Agency 9-14-78 MJS

1 item

TABLE 161-4

PERSONNEL RADIATION EXPOSURE RECORDS

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
1	film dosimetry program monitoring records	a master radiation exposure register, quarterly summaries and listings of exposure data, and related records which serve to promote effective control and direction of the Film Dosimetry Program	records of the USAF Radiological Health Laboratory that serve to measure, control, and record the occupational ionizing radiation exposure to AF personnel	retain until termination of the program; reevaluate for continued preservation, and request disposition instructions from HQ USAF/DAA(S).
2	radiation exposure registration data	copies of radiation exposure registration forms which serve to provide input data to the master radiation exposure register		destroy when data has been transposed or incorporated into the master register.
3	radiation exposure data	films which indicate abnormal or overexposure to ionizing radiation		retain as permanent; control as prescribed in AFR 161-28.
4		films which reflect minor radiation exposure		destroy after 2 years.
5		Dosimetry Film Exposure Record cards on which the exposure data is punched		retain as permanent at the USAF Radiological Health Laboratory in accordance with rule 1.
6		record of film (s) issued to monitor individual exposure (s) for a 6 month period		destroy 3 months after the end of the 6 months.
7		quarterly report of individual exposure to ionizing radiation (AF Form 1499)	retained by the DBMS or his designee until the individual permanently departs the duty station	destroy.
8		history of individual exposure to ionizing radiation (AF Form 1527)	filed in the individual medical record	destroy after new AF Form 1527 is issued.
9 ★		AFTO Form 115, Pocket Dosimeter Results Log		maintain for 90 days until results of film badge are posted to individual medical records.