

Wallace

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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
Directorate of Administration, HQ USAF

3 MINOR SUBDIVISION
Documentation Management

4 NAME OF PERSON WITH WHOM TO CONFER
Mrs Grace T Rowe

5 TEL EXT
694-3527

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JOB NO
NCL-AFU-83-11

DATE RECEIVED
10-05-82

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

Dec 8 1982 *Robert K. May*
Date Archivist of the United States

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 3 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
30 SEP 1982

D. SIGNATURE OF AGENCY REPRESENTATIVE
James E. Dagwell

E. JAMES E. DAGWELL
Chief, Documentation Management
Directorate of Administration

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	<p>HONORS AND AWARDS (Table 900-1) Applicable Air Force-wide</p> <p>The purpose of this submission is to have rule 23 appraised as permanent, to change column A in rule 23, to change column C in rules 23 and 24 and to change disposition in rules 24 and 25.</p> <p>The environmental quality awards, have been added in column A, rule 23. The documentation on these awards held at HQ USAF should be for permanent retention rather than documentation at installations. The new disposition in rules 24 and 25 will be the same with a slight rewording of the present disposition of rule 25. The revised disposition will allow the installations to retain the documentation as long as deemed useful. The award nominations provide excellent insight into the implementation of AF policies concerning natural resources conservation and comprehensive overviews of natural resources management methods used by AF installations at the time of the awards. The AF natural resources program encompasses about nine million acres of public land. The award nominations also treat installation landscaping, beautification, and outdoor</p>	NN-170-33	<p>Rule 23: Disposition Not Approved</p> <p>3 items</p>

115-107

Mass data change worksheet not required. Copy of job sent to NARA by
RAW, 12/15/82
Closed out: 12-1782:cm
Copy to Agency

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4

Request for Records Disposition Authority - Continuation		JOB NO	PAGE OF 2 3
7. ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>recreation in some detail. Therefore, they have value as records of contemporary environmental and social conditions and concerns on military installations. Retention of this documentation also preserves a record of two of the most important Air Force and Department of Defense programs. AFM 12-50, table 900-1 does not address documentation concerning the General Thomas D. White Environmental Quality Award for Overseas Installations, nor the Secretary of Defense Environmental Quality Award. Justification for permanent retention of this documentation would be similar to that for the natural resources awards insofar as it concerns important awards programs, and excellent overview of contemporary policy and methods on AF installations, and contemporary concerns with quality of life. The impact would be less with regard to stewardship of public lands. There are approximately 2 cubic feet of rule 23 on hand at HQ USAF, Directorate of Engineering and Services, Environmental Division. The annual accumulation is approximately 1/4 cubic foot. The records may be offered to National Archives in 5 years blocks when the latest document is 25 years old. The files are maintained by types of awards, then chronologically.</p>		

TABLE '900-1, Honors and Awards

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
23	*Secretary of Defense National Resources Conservation and Environmental Quality Awards and General Thomas D. White National Resources and Conservation and Environmental Awards	reports, photos, maps and correspondence relating to award nominations	*approved awards at HQ USAF/LEE	retire as permanent (note 4). Disposition Not Approved
24			*approved awards at installations receiving the awards	*destroy on submission of next annual entry or when purpose has been served, whichever is later (note 5).
25			disapproved awards	

* Note 4; Offer to National Archives in 5 year blocks when latest documentation is 25 years old.

* Note 5; Not authorized for retirement to federal records centers.