INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-AFU-76-51

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

      Superseded by N1-AFU-88-043.

REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS
(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

3. MINOR SUBDIVISION

DOCUMENTATION SYSTEMS DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER	5. TEL. EXT.
PRESTON B. SPEED	756-2384

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.

Date	(Signature of Agency Representative)	(Title)
1 JUN 1976	Herbert H. Geiger	HERBERT G. GEIGER, Chief Documentation Systems Division Directorate of Administration

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	OPERATIONAL REQUIREMENTS RECORDS (Table 57-1) (Applicable Air Force-wide)	NN 170-33	
	The purpose of this submission is to update descriptive terminology for operational requirements records by adding several new information products to existing series descriptions, and, to revise disposition criteria for certain requirements computation records. The changes are shown in the attached decision logic table.		
	The abbreviations in the table are CSIS for Central Secondary Item Stratification, RIAR for Requirements Inventory Analysis Report, and EOQ for Economic Order Quantity.		
	The requirements computation records, described in rules 2-4 of the table, are used for comparison and review. The revised disposition criteria will satisfy current requirements. The action is a result of a suggestion and we would appreciate expedited processing.		

Copy to Agency 6-28-76

TABLE 57-1

OPERATIONAL REQUIREMENTS RECORDS

RULE	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
2.	requirements computation records	ADP system requirements computation printout, factor printout, consolidated assets and requirements, application number past program, item past program, application number future program, item future program, CSIS detail; CSIS summaries	for recoverable (XD) consumption type items	destroy 2 years after close of the FY covered by the buying program.
3		worksheets, buy notice, buy/budget projection, transfer of prime, excess notice, data level notice, management summaries, zero demand listing, item code change notice	for review of EOQ-type item computations (XB3/XF3)	
4.		format 50, item management data file, format 400 series RIARs, printouts (assets/usage data), index of actions, format 300 series	for review and computation of nonexpendable equipment type items (ND2/NF2)	
6.		reclamation items list, index of actions, and contingency retention item listings	used in conjunction with quarterly budget/buy operating program for recoverable type items and cyclic computations for EOQ items	destroy after 6 months.

TABLE 57-1 (Continued)				
R U L E	**A** If documents are or pertain to	**B** consisting of	**C** which are	**D** then
9	requirements computation records	quality control worksheets, application of assets to wartime requirements, and impacting requirements/ usage/on orders	maintained by all requirement computation monitors	destroy after one year.
10		identity cross reference, part number cross reference, application number past actual program data for review, application number future program data for review, file maintenance worksheet, system item data for review, system application data, zero reparable generation reports, and wartime management data	for review of recoverable consumption type item data	destroy on receipt of new products.
12	item history file	procurement history, current requirement worksheet and cataloging actions, asset reconciliation, disposal actions, and related data	(no change)	(no change)
13			(no change)	
13.1			(no change)	