

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-AFU-77-058

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

In 1989, Air Force submitted N1-AFU-90-003 to cover all of their temporary items in AFR 12-50, Volume II, Disposition of Air Force Records (dated 1987) under a single job number. This schedule contains only temporary items, has not otherwise been superseded, and significantly predates the 1987 manual. Therefore it is assumed that this schedule is superseded by N1-AFU-90-003.

Date Reported: 7/23/2024

NC1-AFU-77-058

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

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

LEAVE BLANK	
DATE RECEIVED DEC 16 1976	JOB NO. NC 1-AFU-77-58
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 "with-drawn" in column 10.	
2-15-77 <i>James P. O'Heill</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. C. J. PHILLIPS

5. TEL. EXT.
767-5400

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.

10 DEC 1976

Herbert G. Geiger

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

Date

(Signature of Agency Representative)

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p align="center">REVOLVING FUND RECORDS (Table 177-4) (Applicable Air Force-wide)</p> <p>Proposed change to AFM 12-50, Table 177-4, Rule 5, reduces the retention period from permanent to five years. Proposed reduction coincides with that for records in Table 177-31, and proposed change to Table 177-1, Rule 1, being submitted simultaneously on a separate SF-115.</p> <p align="center">(BEING SUBMITTED CONCURRENTLY TO GAO)</p>	<p align="center">NC-1- AFU- 76-62</p>	

sent to agency and NCW, NPPC - 2/17/77

TABLE 177-4

REVOLVING FUND RECORDS

R U L E	A If documents are or pertain to	B consisting of	C which are at	D then
1	industrial funds	forms of AF printing requisitions		destroy after 1 year.
2		ledgers (subsidiary and detail), registers, trial balances, requisitions, movement documents, and supporting books of original entry		destroy after 2 years, provided any corrective action required by audit has been accomplished (see table 175-2).
3	AF stock funds	ledgers (subsidiary and detail), trial balances, issue or sales documents, with shipping and receiving documents supporting the entries		destroy 2 years after close of the FY to which they pertain, provided any corrective action required by audit has been accomplished (see table 175-2).
4	general ledgers	books of final entry (manual and machine form ledgers)		destroy after 10 years.
5	financial statements	year end statements		*destroy after 5 years.
6		copies of statements		destroy after 1 year.
7	commissary store reimbursable operating costs data	reports and comparable forms	base accounting and finance offices at bases operating commissary stores	destroy 2 years after close of FY to which they pertain, provided any corrective action required by audit has been accomplished (see table 175-2).