INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-AFU-77-063

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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 This schedule contains only temporary items, has not otherwise been superseded, and significantly predates the 1987 manual. Therefore it is assumed that this schedule is superseded by N1-AFU-90-003.

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	767-5409

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED **DEC 3 0 1976**	JOB NO.

NC 1-AFU-77-63

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

2-15-77 James E. O'Neill
(Date) acting Archivist of the United States

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)
16 DEC 1976	Herbert H. Geiger	

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	CUSTOMER INTEGRATED AUTOMATED PROCUREMENT SYSTEM (CIAPS) RECORDS (Table 70-16) (Applicable Air Force-wide) The purpose of this submission is to establish disposition criteria for documents generated under the Customer Integrated Automated Procurement System (CIAPS). The documents described in Rule 1 of our proposed decision logic table are related to individual procurement transactions (purchase orders) and are included in the individual procurement case files described in Table 70-1, Rule 1. The documents described in Rules 2 thru 10 are management information products used for internal management and reference purposes. The proposed disposition criteria will satisfy our current requirements.	NN 170-33	

115-106 Sent to agency and all FRC's - 2/17/77

TABLE 70-16

CUSTOMER INTEGRATED AUTOMATED PROCUREMENT SYSTEM RECORDS

R U L E	A — If documents are or pertain to	B — consisting of	C — which are	D — then
1	CIAPS documents	requests for proposal/quotation, trailers, and abstracts	at procurement activities in the CIAPS mode	see Table 70-1, Rule 1
2		procurement summary control registers and open unpriced purchase order listings		destroy after 30 days.
3		base procurement management reports and monthly procurement summaries by purchasing offices		destroy after 3 years.
4		vendor (no-reply) notices, holdover demand listings, error listings-base procurement, procurement notices, follow-up requests, purged vendors (monthly contract), contract expiration notices, invalid records purged, and deleted vendor (open market) mass delete		destroy after 90 days.
5		walkthrough/special project status listings, critical purchase requests, and vendor activity summaries		destroy after 60 days.
6		purged purchase requisition records and purged items		destroy after 6 months.

TABLE 70-16   (Continued)

RULE	A — If documents are or pertain to	B — consisting of	C — which are	D — then
7		transaction logs-base procurement, vendor performance, blanket delivery order/purchase agreement call registers, contract, delivery order, imprest fund and purchase order registers, decentralized actions, buyer performance reports, quarterly vendor performance reports, workload-branch/section, modification actions, awards by vendor location and type, and monthly statistical data		destroy after 1 year.
8		item listings-stock number change, stock number change lists, master ship-to address registers, deleted vendors (open market), deleted items, open PR lists, item listings (procurement and customer B), non-deleted vendors, master source/vendor lists, and address labels		destroy when superseded.
9		procurement reconciliation action listings, customer notices, and status transactions		destroy after 120 days.
10		bidder mailing list applications		destroy when obsolete.