

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-AFU-80-32

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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 This schedule contains only temporary items, has not otherwise been superseded, and significantly predates the 1987 manual. Therefore it is assumed that this schedule is superseded by N1-AFU-90-003.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

64700 ✓
LEAVE BLANK

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 and Resources Division

4. NAME OF PERSON WITH WHOM TO CONFER

Mrs Grace T. Rowe

5. TEL EXT

694-3527

JOB NO	NCI-AF-80-32
DATE RECEIVED	June 6, 1980
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date	<i>James E. O'Neil</i> 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 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	D SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
2 JUN 1980	<i>Herbert G. Geiger</i>	HERBERT G. GEIGER, Chief Information Mgt and Resource Div
7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO
1	<p align="center">BUILT-UP ROOF MANAGEMENT PROGRAM (Table 91-11, Applicable Air Force-wide)</p> <p>This is a new table to establish a built-up roof data file in Base Civil Engineering. This information will assist base level engineers in quantifying the service of existing roofs and designing maintenance and repair/replacements projects (both contract and in-house). The life expectancy of a built-up roof is 20 years, some last 25 to 30 years. Therefore, it is necessary to keep the project (as-built) information until a new roof is installed.</p>	
		10. ACTION TAKEN
		3 items

Copies to agency + NNM

TABLE 91-11

BUILT-UP ROOF MANAGEMENT PROGRAM

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which	then
1	built-up roof management	built-up roof list and roof inspection priority list	lists facilities with built-up roofs and order of inspection	destroy when superseded by updated list
2		roof summary form, unmarked roof plan drawing	summarize roof construction on a facility	destroy when superseded by updated form and roof plan, or destroy when facility is demolished and dropped from real property account
3		roof inspection and rating worksheet forms (with marked-up roof plan drawings), job orders, work orders and contract data such as specifications, all submittals (performance agreement, quality control records, as built roof summaries, manufacturers certification), laboratory reports of roof sample testing, and contract management inspection records		destroy when the existing roof system is removed and replaced or destroy when facility is demolished and dropped from real property account.