

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

## **Schedule Number: NC1-AFU-85-032**

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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 under a single job number. The two schedules match. This schedule was therefore superseded by N1-AFU-90-003.

Date Reported: 7/3/2024

NC1-AFU-85-032

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO. <b>NCI-AFU-85-32</b>	DATE RECEIVED <b>6-26-85</b>
1. FROM (Agency or establishment) DEPARTMENT OF THE AIR FORCE		NOTIFICATION TO AGENCY  In accordance with the provisions of 44 U.S.C. 3303, the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
2. MAJOR SUBDIVISION Directorate of Administration, HQ USAF			
3. MINOR SUBDIVISION Records Mgt Branch			
4. NAME OF PERSON WITH WHOM TO CONFER Mrs Grace T. Rowe	5. TELEPHONE EXT. 694-3527	DATE <b>Oct. 29, 1985</b>	ARCHIVIST OF THE UNITED STATES <i>Frank A. Burke</i>
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; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence:  is attached; or  is unnecessary.

B. DATE <b>19 JUN 1985</b>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T Rowe</i>	D. TITLE GRACE T. ROWE Records Management Branch Directorate of Administration
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7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
1	<p style="text-align: center;"><b>CLASSIFICATION AND ASSIGNMENT RECORDS</b> (Table 35-4) (Applicable Air Force-wide)</p> <p>The purpose of this submission is to change the retention period in table 35-4, rules 3 and 4 from destroy after 1 year to destroy after 30 days.</p> <p>The Air Force has a Model Installation Program in which work simplification procedures are being studied. The Model Installation Program Review and Implementation Committee initiative proposal to reduce the retention period for AF Forms 209X retained in the Consolidated Base Personnel Office (CBPO) and the Consolidated Reserve Personnel Office (CRPO) from 1 year to 30 days was selected for Air Force-wide adoption. Request approval of our recommendations.</p>	NCI-AFU-81-77	2 items

*copy to Air Force Oct 24, 1985*

**TABLE 35-4**  
**CLASSIFICATION AND ASSIGNMENT RECORDS (see note 1)**

R U L E	A  If the documents are or pertain to	B  consisting of	C  which are	D  then
1	personnel action forms (see note 2)	No Change	No Change	No Change
2				
*3		classification/on-the-job training actions (AF Form 2096) and duty status changes (AF Form 2098)	at CBPOs and CRPOs	destroy after 30 days.
*4		assignment/personnel actions (AF Form 2095)		

Item 1

Item 2