

12 Jan 98
HCS

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER	Ni-AFU-98-2
DEPARTMENT OF THE AIR FORCE		DATE RECEIVED	12-30-97
2. MAJOR SUBDIVISION HQ COMMUNICATIONS & INFORMATION CENTER		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION CORPORATE INFORMATION DIVISION		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER DENISE MALLOY	5. TELEPHONE 703-695-7612	DATE 12-14-98	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>

6. AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 1 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE 15 Dec 97	SIGNATURE OF AGENCY REPRESENTATIVE <i>Cheryle D. Gumaer</i>	TITLE CHERYLE D. GUMAER Air Force Records Manager
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>JOB SAFETY TRAINING</p> <p>Air Force proposes changes to Table 91-4</p> <p>Rule 24 & Rule 25 - has been revised because there is no requirement to document HAZCOM training. This standard is currently being revised to AFOSH STD 48-21.</p> <p>See attached table format showing how we want to describe the retention of these records.</p>		

TABLE 91-4

Continued.

	A	B	C	
R U L E	If the records are or pertain to	consisting of	which are	then
24	Job safety training	AF Form 55 for individuals	in PCS or PCA status	individual shall hand carry AF Form 55 to next assignment. AUTH: N1-AFU-98-2
25			discharge, separate or retire	destroy after one year. AUTH: N1-AFU-98-2