

TABLE 12A-4
* SECURITY INVESTIGATIONS AND OPERATIONS

R U L E	A	B	C	D
1	If documents are or pertain to	consisting of	which are	then
2	Internal security investigations for DOD affiliated personnel	Investigations of personnel when the allegation falls within the purview of AFIs 35-62, 40-712, or 205-4, exclusive of copies of investigations furnished by the US Civil Service Commission	record copies at IIG AFOSI wherein the attestation was not completed record copies at IIG AFOSI wherein the attestation was completed	destroy 1 year after notification that attestation was not completed. destroy after 15 years (see note 2).
3	special requests	limited personnel investigations, normally in LAC only, based upon special requests from local commanders. Limited investigations under this type are conducted on individuals in whom commanders have an interest from a security standpoint, because they have access to areas where they might acquire information in a position which would adversely affect security. They do not require a formal security clearance.	copies retained by AFOSI field extensions	destroy after 3 months, or when purpose has been served, whichever is sooner.
4	reciprocal investigations (personnel security)	* reports, statements, affidavits, correspondence, and informational data prepared at the request of and for US, state, other local government agencies, or another federal agency, including DIS	copies retained by AFOSI field extensions	destroy after 3 months.
5	* unfavorable premarital investigations (when marriage taken place)	requests, reports of investigations of prospective alien spouse of military personnel per AFTR 211-18	copies retained by AFOSI field extensions which contain names of sources not released to DIS	destroy after 1 year.
6	unfavorable premarital investigations (when marriage does not taken place)	record copies at IIG AFOSI	* destroy after 5 years (see note 1).	destroy after 1 year.
7	unfavorable premarital investigations (when marriage does not taken place)	copies retained by AFOSI field extensions overseas	copies retained by AFOSI field extensions	destroy after 1 year.
8	favorable premarital investigations	copies retained by AFOSI field extensions		

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TABLE 124-4 (Continued)		B	C	D
R U L E	A If documents are or pertain to	consisting of	which are	When
10	[RESERVED]			
11	* protective services investigations	* reports, statements, affidavits, correspondence and related documents regarding individual case	record copies at IIQ AFOSI	* destroy after 15 years.
12			copies retained by AFOSI field extensions	destroy after 1 year, or when no longer needed, whichever is later.
13	protective services referral information	* identification data/summaries concerning individual or groups reportable to USSS under AFRL 124-16	record copies at IIQ AFOSI	* destroy after 15 years.
14			copies retained by AFOSI field extensions	destroy after completion/termination.
15	protective services operations	* reports of either completed full scale protective services operations or letter reports reflecting the expenditures of AFOSI resources to provide limited protective assistance to sensitive facilities	* record copies at IIQ AFOSI	destroy after 5 years, or when no longer needed, whichever is sooner.
16			copies retained by AFOSI field extensions	destroy after 3 months, or when no longer needed, whichever is sooner.
17	personnel security investigations for DOD affiliated personnel	investigations of personnel employed by or seeking employment from the government or whose employment otherwise, with the government, requires a security clearance but exclusive of notices of investigative reports furnished by US Civil Service Commission	* record copies at IIQ AFOSI created prior to Oct 72 and maintained in support of Defense Investigative Service	* destroy 15 years after date of last action.
18	refugee/defectors cases	reports, statements, correspondence and information data filed therewith pertaining to or furnished by foreign nationals	* record copies at IIQ AFOSI	* destroy 25 years after date of last action.
19			copies retained by AFOSI field extensions	destroy after 1 year.
20	special inquiry - AFOSI personnel	reports, statements, affidavits, correspondence, and related documents pertaining to specific inquiries	record copies at IIQ AFOSI	destroy at the time an individual's assignment to AFOSI/DIS is terminated, or upon withdrawal of the 82XX or 821XX AFSC, or after termination of recruitment process, whichever is longer.
* 21			copies retained by AFOSI field extensions	destroy 3 months after command action has been completed.

NOTES: 1. Reports of investigation conducted on an alien house of AF personnel assigned to AFOSI/DIS, or who possess 82XX or 821XX AFSC, or on who AFOSI has pending recruitment action, will be filed with and destroyed under the same disposition criteria as the AFOSI Applicant Processing Case File if the retention period for the particular investigation has expired.

2. Those files determined to be of possible historical value, those of widespread public or Congressional interest, may be offered to NARS after 15 years.