

ELECTRONIC RECORD INVENTORY		1. MEDIA <input type="checkbox"/> ON-LINE <input type="checkbox"/> TAPE <input type="checkbox"/> DISKETTE <input type="checkbox"/> OPTICAL DISK <input type="checkbox"/> OTHER (<i>Explain</i>)	
2. FUNCTIONAL OFFICE CREATING RECORDS		3. POINT OF CONTACT	
		4. ADDRESS (<i>Include City, State, and Zip Code</i>)	5. TELEPHONE(<i>DSN</i>)
6. TITLE OF RECORD		7. DISPOSITION TABLE AND RULE (<i>From AFMAN 37--139</i>)	
8. PRIVACY ACT SYSTEMS OF RECORDS NUMBER AND TITLE (<i>if any</i>)			
9. SUBSYSTEMS OR FILES <input type="checkbox"/> NONE <input type="checkbox"/> OTHER (<i>Describe</i>):			
10. SOURCES OF DATA (<i>Include form numbers, if any</i>)			
11. PURPOSE(S) FOR MAINTAINING SYSTEM			
12. USE(S) OF DATA (<i>Output Products(s)</i>)			
13. DATES OF RECORD SYSTEM FROM: _____ TO: _____ <input type="checkbox"/> ONE-TIME STUDY		14. LOCATION(S) OF DUPLICATE/BACKUP COPIES	
15. UPDATES (<i>Period or event or NA</i>)			
16. RECORDS RETENTION SCHEDULE <input type="checkbox"/> LISTED IN AFI 37-133, Vol 2 <input type="checkbox"/> UNSCHEDULED		16. SECURITY CLASSIFICATION OF DATA <input type="checkbox"/> UNCLASSIFIED <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> TOP SECRET	