

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0237-2024-0005

Status: APPROVED  
Date Approved: 05/10/2024

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## General Information

Agency or Establishment	Federal Aviation Administration
Record/Scheduling Group	0237 - Records of the Federal Aviation Administration
Records Schedule Applies To	Agency-wide
Schedule Subject	The Science, Technology, Engineering, and Math (STEM) Aviation and Space Education (AVSED) Program Airport Design Challenge Records
Additional Schedule Information	<p>To maintain our country's global leadership in aviation and meet the demand for aviation and aerospace professionals, the Science, Technology, Engineering, and Math (STEM) Aviation and Space Education (AVSED) Program and its partners conduct outreach to raise awareness of aviation and aerospace career opportunities among students.</p> <p>With the support of our program partners, the STEM AVSED program continues to reach communities across the U.S. and beyond to provide expertise and resources on civil and commercial aviation.</p>
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	No - the records covered by this schedule do not implicate Tribal interests

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## Item Count

Total number of disposition items: 1

Number of Temporary disposition items: 1

Number of Permanent disposition items: 0

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0237-2024-0005

<b>Item #</b>	<b>Title</b>	<b>Disposition</b>
0001	Airport Design Challenge Records	Temporary

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Records Schedule Items

<b>DAA-0237-2024-0005-0001</b>		<b>STATUS: Active</b>
<b>ITEM GENERAL INFORMATION</b>		
Item Title	Airport Design Challenge Records	
Item Description	STEM AVSED students registering for virtual outreach programs through the Genius SIS portal undergo a registration process which is used by the FAA to document and develop statistical and narrative reports (Examples: pass, fail, and certificate of completion) for participants who wants to take part in the virtual STEM AVSED programs. As part of the registration requirements, students include their name, email address, grade range, and home address.	
Is this item media neutral?	No	
Media limitation	Digital only	
Is this item a Big Bucket?	No	
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
<b>DISPOSITION INSTRUCTION</b>		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff when applicant no longer participates in the program.	
Retention Period	Destroy 10 year(s) after cutoff	
<b>ADDITIONAL INFORMATION</b>		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

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### Signatory Information

<b>Action</b>	<b>User</b>	<b>Date</b>
Accept	Cecilia Cho	01/02/2024
Approve	Colleen Shogan	05/10/2024