

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-AU-2023-0001

Status: APPROVED  
Date Approved: 10/09/2024

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## General Information

|  |   |
|--|---|
| Agency or Establishment  | Department of the Army  |
| Record/Scheduling Group  | AU - Army Undifferentiated Scheduling Group   |
| Records Schedule Applies To  | Agency-wide   |
| Schedule Subject   | Centralized Aviation Flight Records System (CAFRS) - Master File  |
| Additional Schedule Information                                    | <p>AR 95-1, Flight Regulations. This regulation establishes policy and procedures for Army aircraft operations, flight rules, crew requirements, and general aviation provisions. The CAFRS is used at Army Aviation Units, Active, Army National Guard and Reserves. The CAFRS is maintained by the G-3/5/7, U.S. Army Command and Control Support Agency.</p> <p>The CAFRS is a decision support system for automated mission planning, risk assessment and risk mitigation that supports Mission Command Functions within Aviation units. CAFRS supports the Aviation Commander's decision making process required to complete the Aviation Risk Assessment Worksheet (RAW) that provides the assessment tools to match personnel qualifications, operations tempo to aircraft type, and mission needs. CAFRS is a primary tool within the unit Flight Operations area to plan, assess, conduct, and evaluate Aviation operations at battalion, company, and detachment levels. System Input: Air Crew member (ACM) training records and DA form 2408-12 (Army Aviator's Flight Record) directly via keyboard and System Output: reports, printouts, charts, screens of information, and electronic files used for other purposes.</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-AU-2023-0001

| <b>Item #</b> | <b>Title</b>  | <b>Disposition</b> |
|---------------|---|--------------------|
| 0001          | Centralized Aviation Flight Records System (CAFRS)<br>- Master File | Temporary          |

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Records Schedule Items

|   |  |                       |
|---|--|-----------------------|
| <b>DAA-AU-2023-0001-0001</b>  |  | <b>STATUS: Active</b> |
| <b>ITEM GENERAL INFORMATION</b>   |  |                       |
| Item Title  | Centralized Aviation Flight Records System (CAFRS) - Master File   |                       |
| Item Description  | The CAFRS includes the Air Crew Member (ACM) training records for flight pay purposes, SSN name, date of birth, military status, security clearance data, education, waivers, qualifications, disqualifications, re-qualifications, training, proficiency, experience data, medical and physiological data, approvals to operate Government aircraft, requests for approval or contractor flight crew members and contractor qualification training, and similar relevant documents. Records are stored in the Army Amazon Webs Services Cloud provider. |                       |
| Is this item media neutral?   | No   |                       |
| Media limitation  | Digital only   |                       |
| Is this item a Big Bucket?  | No   |                       |
| <b>MANUAL CITATION</b>  |  |                       |
| Agency Code   | 95-1, 25-400-2   |                       |
| Manual Title  | Flight Regulations, Army Records Information Management System (ARIMS)   |                       |
| <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   | Cut off when separated   |                       |
| Retention Period  | Destroy 99 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

| Action  | User           | Date       |
|---------|----------------|------------|
| Approve | Colleen Shogan | 10/09/2024 |