

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: National Archives and Records Administration (NIR) 8601 Adelphi Road, College Park, MD 20740-6001		JOB NUMBER 71-AR-07-7	DATE RECEIVED 11-06-2006
1. FROM (Agency or establishment) U.S. Army		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Office of the Administrative Assistant to the Secretary of the Army		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Records Management Division		DATE 3/22/07	ARCHIVIST OF THE UNITED STATES Alla Wenzel
4. NAME OF PERSON WITH WHOM TO CONFER Betty S. Burton	5. TELEPHONE 703-719-6793		

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 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 21 DEC 2006	SIGNATURE OF AGENCY REPRESENTATIVE JOHN CHARLES SULLIVAN	TITLE Chief, Records Management Division
---------------------	---	---

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>Aircraft Maintenance Equipment Files</p> <p>DA Pam 738-751 - Functional Users Manual for the Army Maintenance Management System -- (TAMMS-A), provides instructions for the use, preparation and disposition of forms and records used to control operations, control and manage maintenance of aircraft, aviation-associated equipment, and mission-related equipment.</p> <p>The proposed disposition instructions for the following record numbers apply to records in all media and formats.</p> <p>RN: 738-751c Title: Aircraft maintenance request registers Authority: TBD PA: N/A Description: Documents used to record and control maintenance work. These documents are usually registers. Disposition: KEO.5. Event is after last entry. Keep in CFA until event occurs then destroy 6 months after the event.</p>		
2	<p>RN: 738-751d Title: Exchange Tags Authority: TBD PA: N/A Description: Documents (normally tags) used as receipts for replacement of parts or components. Disposition: KE6. Event is upon return or issue of related equipment. Keep in CFA until event occurs and then until no longer</p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION		JOB NUMBER	PAGE 2 OF 2
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
3	<p>needed for conducting business, but not longer than 6 years after the event, then destroy.</p> <p>FN: 738-751e Title: Aircraft Preventive maintenance schedules Authority: TBD PA: N/A Description: Documents used for scheduling periodic preventive maintenance services, load tests, and calibration of assigned aviation ground support equipment. This schedule should be transferred with the related equipment when the equipment is transferred. Disposition: KE6. Event is after transferring the required information to other records or on disposition of the related equipment; whichever is first. Keep in CFA until event occurs and then until no longer needed for conducting business, but not longer than 6 years after the event, then destroy.</p>		
4	<p>FN: 738-751f Title; Aircraft equipment inspection and maintenance worksheets Authority: TBD PA: N/A Description: Documents reflecting the performance of preventive maintenance inspections, services, diagnostic checkouts, and spot check inspection of aviation ground support equipment. Disposition: KE6. Event is after posting to related equipment logbook, entering the deficiencies on a new form, completion of next serviceability test or check, or historical inspection data purposes have been served. Keep in CFA until event occurs and then until no longer needed for conducting business, but not longer than 6 years after the event, then destroy.</p>		
5	<p>Extra copies of records on this schedule, including those that are created by electronic mail or word processing applications, will be deleted when the file copy is generated or when no longer needed for reference or updating; whichever is later.</p>	GRS 20	11/6/06 <i>SM</i>