

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK

JOB NO. *N1-49-90-9*

TO: **GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

DATE RECEIVED *5/22/90*

1. FROM (Agency or establishment)

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION  
**DEPARTMENT OF INTERIOR, BUREAU OF LAND MANAGEMENT (BLM)**

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

3. MINOR SUBDIVISION  
**INFORMATION RESOURCES MANAGEMENT DIVISION**

**RECORDS AND INFORMATION SECURITY BRANCH**

4. NAME OF PERSON WITH WHOM TO CONFER

5. TELEPHONE EXT.

DATE  
*3/25/91*

ARCHIVIST OF THE UNITED STATES



**DONNA THURBER**

**653-8853**

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of \_\_\_\_\_ 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence:  is attached; or  is unnecessary.

B. DATE <i>5/17/90</i>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Rose M. Cummins</i>	D. TITLE ROSE MARIE CUMMINS BLM Records Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
	GRS & BLM COMBINED RECORDS SCHEDULES, SCHEDULE 10 - MOTOR VEHICLES, ITEMS 11, 20, 21, 22, DATED APRIL 25, 1990	See Atch Schedule	

*Copy sent to agency, NNT 3/28/91*

# GRS & BLM Combined Records Schedules

## Schedule 10 - Motor Vehicles

Item No.	Series Description	Location						Disposition Authority
		WO	SC	SO	DO	RA		
8-10	{Reserved}							
11	<b>AIRCRAFT ACCIDENT FILES [9430].</b> <i>Excludes Aviation Safety Committee minutes (GRS 16/12b(1)(b)).</i>							
	a. <i>Aircraft Accident Alerts, Safety Alerts, and Initial and Preliminary Reports.</i> Forms OAS 25, 77, 78, and related documents.	x	x	x	x	x	TEMPORARY. Cutoff end of FY. Destroy 1 year after cutoff. <u>UNS</u>	
	b. <b>Aircraft Hazard and Incident-Malfunction Reports.</b> Forms OAS 34A, 34B, and related documents.	x	x	x	x	x	TEMPORARY. Cutoff end of FY. Destroy 3 years after cutoff. <u>UNS</u>	
	c. <b>Aircraft Final Accident Reports.</b> Forms OAS 79 series.	x	x	x	x	x	TEMPORARY. Cutoff end of FY. Transfer to FRC 3 years after cutoff. FRC destroys 7 years after cutoff. <u>UNS</u>	
12-19	{Reserved}							
20	<b>MOTOR VEHICLE WORKING FILES, BACKGROUND MATERIALS AND REFERENCES NOT DESCRIBED ELSEWHERE.</b> Working copies of official documents; notes, drafts, preliminary or interim data used to prepare final documents; and other workpapers and non-record copies of documents related to motor vehicle and aircraft management that are not described elsewhere.	x	x	x	x	x	TEMPORARY. Destroy when superseded, obsolete, or no longer needed for administrative or reference purposes. <u>UNS</u>	
21	<del>MOTOR VEHICLE ELECTRONIC FILES.</del>	-	-	-	-	-	All files described in this Schedule in electronic and hard copy forms are authorized for disposal, as provided in GRS 20 and GRS 23.	
22	<del>MOTOR VEHICLE MICROFORM FILES [1525].</del> Includes masters, duplicates, security film and related microform finding aids.	x	x	x	x	x	<del>TEMPORARY. Destroy when superseded, obsolete, or no longer needed for duplicating, security or other administrative or reference purposes. <u>UNS</u></del>	

draft

Revised April 25, 1990