

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

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
WASHINGTON, DC 20408

1. FROM (Agency or establishment)  
Department of the Interior

2. MAJOR SUBDIVISION  
Bureau of Land Management

3. MINOR SUBDIVISION  
Office of IRM/Modernization

4. NAME OF PERSON WITH WHOM TO CONFER  
Wendy W. Spencer

5. TELEPHONE  
303-236-6642

**LEAVE BLANK (NARA use only)**

JOB NUMBER  
N1-49-96-4

DATE RECEIVED  
1-18-96

**NOTIFICATION TO AGENCY**

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE  
9-4-97

ARCHIVIST OF THE UNITED STATES  
*John W. Paul*

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 1 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	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
12/06/95	<i>Wendy W. Spencer</i>	Bureau Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	Schedule 10 - Motor Vehicle and Aircraft Maintenance Files.		

## GRS/BLM Combined Records Schedules

## Schedule 10 - Motor Vehicle and Aircraft Maintenance and Operation Records

Item No.	Record Series Description	Disposition Authority
<del>1</del>	<del>MOTOR VEHICLE CORRESPONDENCE FILES [1525]</del>	<del>GRS 10/1.</del>
2	MOTOR VEHICLE OPERATING AND MAINTENANCE FILES [1525].	
<del>a.</del>	<del>Motor Vehicle Operating Files.</del>	<del>BLM NARA Job: NC1-49-85-2, 10/2a.</del>
<del>b.</del>	<del>Motor Vehicle Maintenance History Case Files.</del>	<del>GRS 10/2b</del>
<del>c.</del>	<del>Motor Vehicle Operating Manuals.</del>	<del>BLM NARA Job: NC1-49-85-2, 10/2c</del>
<del>3</del>	<del>MOTOR VEHICLE COST FILES [1525].</del>	<del>GRS 10/3.</del>
<del>4</del>	<del>MOTOR VEHICLE REPORT FILES [1525].</del>	<del>GRS 10/4.</del>
<del>5</del>	<del>MOTOR VEHICLE ACCIDENT CASE FILES [1112, 1525].</del>	<del>GRS 10/5.</del>
<del>6</del>	<del>MOTOR VEHICLE RELEASE FILES [1525].</del>	<del>GRS 10/6.</del>
<del>7</del>	<del>MOTOR VEHICLE OPERATOR FILES [1525].</del>	<del>GRS 10/7.</del>
8	<p><b>AIRCRAFT USE FILES [9400].</b></p> <p>Case files, arranged by date of flight then flight number, that contain the flight request and schedule, evidence of approval(s), justification for using government aircraft, cost analysis, hazard analysis, and related aircraft use documentation. Includes summary reports of aircraft use and activity. <b>Authority:</b> OMB Circulars A-76 and A-126; OAS Operational Procedures Memorandum 93-7. <b>Forms:</b> BLM 9400-1a; OAS-2, 23. <b>Confidentiality:</b> Non-public record category 3; Privacy Act System LLM-8. <b>Location:</b> Point of origin - usually the DO. <b>Exclusion:</b> BLM copies of recurring reports to OAS (Schedule 23/1a).</p>	TEMPORARY. Cutoff EOFY. Destroy 2 years after cutoff. <b>UNSCHEDULED</b>
9	<b>AIRCRAFT ACCIDENT FILES [9430].</b>	
<del>a.</del>	<del>Aircraft Accident Alerts, Safety Alerts, and Initial and Preliminary Reports.</del>	<del>BLM NARA Job: N1-49-90-9, 10/11a.</del>
<del>b.</del>	<del>Aircraft Hazard and Incident-Malfunction Reports.</del>	<del>BLM NARA Job: N1-49-90-9, 10/11b.</del>
<del>c.</del>	<del>Aircraft Final Accident Reports.</del>	<del>BLM NARA Job: N1-49-90-9, 10/11c.</del>