

Request for Records Disposition Authority

Records Schedule Number DAA-0237-2019-0011

Schedule Status Approved

Agency or Establishment Federal Aviation Administration

Record Group / Scheduling Group Records of the Federal Aviation Administration

Records Schedule applies to Agency-wide

Schedule Subject Low Altitude Authorization and Notification Capability (LAANC)

Internal agency concurrences will be provided No

Background Information LAANC is an enterprise capability that automates the process for sUAS operators to request authorization from the FAA to fly in controlled airspace and for the FAA to approve or deny those authorization requests.

Individual members who wish to fly small Unmanned Aircraft Systems (sUAS) weighing less than 55 pounds in controlled airspace (Class B, Class C, Class D, or within the lateral boundaries of the surface area of Class E airspace designated for an airport) must request and receive prior authorization from the FAA prior to conducting the flight operations. These individuals are divided into two general groups: (1) limited recreational operators as described in 49 U.S.C. § 44809 and (2) sUAS operators as described in 14 C.F.R. part 107. Anyone who wishes to fly a sUAS is covered by either § 44809 or part 107.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0237-2019-0011

Sequence Number

1	Request for airspace authorization approved or denied Disposition Authority Number: DAA-0237-2019-0011-0001
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Records Schedule Items

Sequence Number	
1	<p data-bbox="345 384 1117 415">Request for airspace authorization approved or denied</p> <p data-bbox="345 436 1154 468">Disposition Authority Number DAA-0237-2019-0011-0001</p> <p data-bbox="345 489 1489 793">LAANC creates and maintains a record of all Part 107 and § 44809 authorization requests by Air Traffic Control. 14 C.F.R. Part 107 requires operators of small Unmanned Aircraft Systems request and received authorization to operate such vehicles in Class B, C, D, or the lateral boundaries of the surface area of Class E airspace. LAANC facilitates such authorization requests collecting information and creating files related to the name of the operator, the operator's contact information (to contact in case of an emergency or when otherwise necessary), and the planned date, time, and location of any Unmanned Aircraft System.</p> <p data-bbox="345 814 919 846">Final Disposition Temporary</p> <p data-bbox="345 867 850 898">Item Status Active</p> <p data-bbox="345 919 818 951">Is this item media neutral? Yes</p> <p data-bbox="345 972 818 1098">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p data-bbox="345 1119 805 1203">Do any of the records covered by this item exist as structured electronic data? No</p> <p data-bbox="345 1245 659 1276">Disposition Instruction</p> <p data-bbox="345 1308 1300 1339">Cutoff Instruction Cut off at the end of the calendar year</p> <p data-bbox="345 1360 1187 1392">Retention Period Destroy 3 year(s) after Cut off</p> <p data-bbox="345 1434 656 1465">Additional Information</p> <p data-bbox="345 1497 951 1528">GAO Approval Not Required</p>

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
08/27/2019	Certify	Richard Allen	Records manager	FAA - FAA
07/16/2020	Submit for Concurrency	Carly Docca	Archives Specialist	National Archives and Records Administration - ACRA
08/12/2020	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
08/14/2020	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
08/17/2020	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist