

## Request for Records Disposition Authority

Records Schedule Number           DAA-0237-2022-0004  
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                   Airspace Access Program (AAP) System  
Internal agency concurrences will  
be provided                        No

Background Information            The Airspace Access Program (AAP) System, a National Airspace System (NAS) Defense Program (NDP), is only accessible to the public and the General Aviation (GA) community for the purpose of requesting authorization to fly within restricted airspace. The AAP System facilitates the Federal Aviation Administration (FAA) and the Transportation Security Administration (TSA) in carrying out their mission to vet and authorize pilot or operator's waivers for access into restricted airspace. The most-widely used function of the application is to apply for international waivers, which grant foreign aircraft permission to fly into, through and out of United States Airspace. Waivers are submitted by the public through online forms in the system. Once submitted, an Office of Management and Budget (OMB) control number is assigned. The data submitted through these forms includes PII that is utilized by the FAA and TSA to vet the manifest and operators.

### 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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0237-2022-0004

Sequence Number
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1	Waiver Requests Disposition Authority Number: DAA-0237-2022-0004-0001
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## Records Schedule Items

Sequence Number	
1	<p data-bbox="342 380 591 411"><b>Waiver Requests</b></p> <p data-bbox="342 432 1149 464">Disposition Authority Number      <b>DAA-0237-2022-0004-0001</b></p> <p data-bbox="342 485 1521 716">The aviation community requests approval to fly within requested airspace by submitting waivers prior to flight. These waivers include, but are not limited to Domestic Waivers, Moored Balloon Waivers, Sporting Event Waivers, International Waivers, Disney (Florida and California) Waivers, Unmanned Aircraft Waivers, and Ronald Reagan National Airport (DCA) Access Standard Security Program (DASSP) Authorization Waivers.</p> <p data-bbox="342 737 919 768">Final Disposition                      <b>Temporary</b></p> <p data-bbox="342 789 850 821">Item Status                                <b>Active</b></p> <p data-bbox="342 842 805 873">Is this item media neutral?            <b>No</b></p> <p data-bbox="342 894 1094 926">Explanation of limitation              <b>Electronic records only.</b></p> <p data-bbox="342 947 821 1073">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      <b>Yes</b></p> <p data-bbox="342 1094 805 1188">Do any of the records covered by this item exist as structured electronic data?                              <b>No</b></p> <p data-bbox="342 1220 659 1251"><b>Disposition Instruction</b></p> <p data-bbox="342 1272 1219 1304">Cutoff Instruction                        <b>Cutoff upon expiration of waiver.</b></p> <p data-bbox="342 1325 1195 1356">Retention Period                         <b>Destroy 10 year(s) after cutoff.</b></p> <p data-bbox="342 1398 659 1430"><b>Additional Information</b></p> <p data-bbox="342 1461 951 1493">GAO Approval                              <b>Not Required</b></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
09/22/2022	Certify	Richard Allen	Records manager	FAA - FAA
01/23/2023	Submit for Concurrency	Carly Docca	Archives Specialist	National Archives and Records Administration - ACRA
01/24/2023	Return to Submitter	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/24/2023	Submit for Concurrency	Carly Docca	Archives Specialist	National Archives and Records Administration - ACRA
01/30/2023	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/31/2023	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
02/02/2023	Approve	Debra Wall	Deputy Archivist	National Archives and Records Administration - ND Archives I Office