TO: GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408

1. FROM (AGENCY OR ESTABLISHMENT)  
Department of Transportation

2. MAJOR SUBDIVISION  
Federal Aviation Administration

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
H. Ulasek

5. TEL. EXT.  
118-68735

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.

7. ITEM NO.  

8. DESCRIPTION OF ITEM  
(With Inclusive Dates or Retention Periods)

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>S. SAMPLE OR JOB NO.</th>
<th>ACTION TAKEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>NNI73-178 item 2</td>
<td>DISPOSAL NOT APPROVED</td>
</tr>
<tr>
<td>2.</td>
<td>NNI73-178 item 3</td>
<td>DISPOSAL NOT APPROVED</td>
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</table>

The items listed below were previously submitted on Job No. NNI73-178 (items 2-4). They were returned "Disposal Not Approved." Reasons for resubmission are explained after each individual item.

1. Labor relations agreements files. Case files developed in negotiations for collective bargaining agreements or contracts, and related mediations and impasses. Included are proposals, minutes of meetings, transcripts, draft and approved agreements, and related correspondence.

   a. National agreements. PERMANENT

   b. Regional and local agreements. FIVE YEARS AFTER TERMINATION OF AGREEMENT OR CESSATION OF NEGOTIATIONS IF NO AGREEMENT IS REACHED.

   This item has been restructured to distinguish between cases of national significance, e.g., professional air traffic controller organization labor agreements, and those of a regional/local and transitory nature.

2. Labor relations arbitration files. Case files developed in the arbitration of grievances and disputes over interpretation and application of labor agreements. Includes complaints, reports of investigation, hearing transcripts, decisions, appeals, and related correspondence.

   PERMANENT

STANDARD FORM 115  
Revised November 1970  
Prescribed by General Services Administration  
FPMR (41 CFR) 101-11.4  
115-105
This item was not evaluated on NNL73-178 because it was not proposed for disposal. Since agencies can no longer unilaterally designate files as permanent, the item is resubmitted for evaluation. The records involved document union disputes that reach arbitration, the final step in a negotiated grievance procedure. Records of grievances that do not reach arbitration are proposed for disposal under item 3 below.

3. **Labor relations complaints files.** Case files relating to union grievances and disputes that are resolved short of arbitration, and to unfair labor practice complaints. Includes complaints, reports, decisions and related correspondence.

**FIVE YEARS AFTER FINAL ACTION**

This item is rewritten to provide a more detailed description.
<table>
<thead>
<tr>
<th>TRANSACTION NUMBER</th>
<th>OTHER IDENTIFICATION</th>
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</thead>
<tbody>
<tr>
<td>NN-173-178</td>
<td>(LABOR-MANAGEMENT RELATIONS PROGRAM)</td>
</tr>
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<td></td>
<td>Department of Transportation, Federal Aviation Administration</td>
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**CLOSED**

**DATE**

May 31, 1973

**SIGNATURE**

Mayer H. Fishbein

**Director**

Records Appraisal Division

**CONSOLIDATED WITH**

**TRANSACTION NUMBER**

**OTHER IDENTIFICATION**

**RELATED TRANSACTIONS**

**TRANSACTION NUMBER**

**OTHER IDENTIFICATION**

**INSERTIONS AND CHANGES**

**DATE**

**NATURE OF INSERTION OR CHANGE**
 REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS
 (See Instructions on Reverse)

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8 MAR 1973

Chief, Systems Support Div., AMS-100

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<td>Labor-management relations records, consisting of correspondence, reports, petitions, agreements and other materials documenting administration of FAA's labor-management relations program.</td>
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<tr>
<td>1</td>
<td>Representation proceedings files. Documents relating to union recognition and unit determinations and related hearings, elections and consultations.</td>
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<td>FIVE YEARS AFTER DATE OF FINAL ACTION OR DECISION</td>
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<tr>
<td>2</td>
<td>Negotiations files. Documents relating to negotiations for collective bargaining agreements or contracts, and related mediations and impasses.</td>
<td></td>
<td>DISPOSAL NOT APPROVED</td>
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<tr>
<td></td>
<td>FIVE YEARS AFTER TERMINATION OF AGREEMENT OR CESSATION OF NEGOTIATION IF NO AGREEMENT IS REACHED.</td>
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<tr>
<td>3</td>
<td>Arbitration files. Documents accumulated in the arbitration of adverse actions under bargaining agreements or contracts.</td>
<td></td>
<td>DISPOSAL NOT APPROVED</td>
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<td></td>
<td>RETAIN</td>
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<tr>
<td>4</td>
<td>All other labor-management relations files. Documents concerning unfair labor practices and related hearings, and other matters not covered above.</td>
<td></td>
<td>DISPOSAL NOT APPROVED</td>
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<td>FIVE YEARS AFTER DATE OF FINAL ACTION, INCLUDING ANY LITIGATION OR CONGRESSIONAL INQUIRY.</td>
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