REQUEST FOR RECORDS DISPOSITION AUTHORITY

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

1. FROM (Agency or establishment)
   National Aeronautics and Space Administration (NASA)

2. MAJOR SUBDIVISION
   Marshall Space Flight Center (MSFC)

3. MINOR SUBDIVISION
   MSFC Develop. Division; Systems Anal. & Integ. Lab.

4. NAME OF PERSON WITH WHOM TO CONFER
   Glyndon K. Loftis, MSFC Records Manager

5. TELEPHONE EXT.
   FTS 824-5260

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 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, 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
   11-19-90

C. SIGNATURE OF AGENCY REPRESENTATIVE
   Adria A. Lipka

D. TITLE
   NASA Records Officer
   NASA Headquarters, M/C: NID-1
   Washington, DC 20546

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 GRS OR SUPERSEDED JOB CITATION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)

1. PAYLOAD FLIGHT DATA FILE (PFDF) - SPACELAB
   Documents included in this series are for experiments performed for Spacelab onboard the shuttle. Records include training material, handouts, workbooks, and exercises for the Payload Operations Control Center Personnel (descriptions enclosed). The PFDF is the total complement of documentation and related aids available to the crew for operations on orbit and usually consist of: payload crew activity plan; operations procedures; TV/photo operations; command data management system dictionary; stowage list; maps and charts; systems handbooks; and target books/solar sheets.
   a. Spacelab 1, 2, and 3 - Total Doc.: approx. 75
      Spacelab 1 - 40 doc's; Spacelab 2 - 18 doc's;
      Spacelab 3 - 17 doc's
      DISPOSITION: PERMANENT. Transfer immediately to the custody of the National Archives (NARA).
   b. Continuing Flights for Spacelab, i.e., ASTRO1, IML-1, and ATLAS.
      DISPOSITION: PERMANENT. Transfer to the custody of the National Archives the original PFDF, excluding clips/binders/covers/pens/pencils etc., 1 year after completion of the associated mission.
      Working copies: Destroy when no longer needed.
      *When approved this item will be sequentially numbered under Uniform Files Index Number: 8600 and incorporated into the NASA Records Retention Schedules. Until NASA's RRS (NH 1441.1B) is published and issued, authority for action for this item will be the NARA Job Number cited at the top of this SF 115.