

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO. **N1-255-91-6**

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

DATE RECEIVED **5-8-91**

1. FROM (Agency or establishment)
NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION
MARSHALL SPACE FLIGHT CENTER

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
GLYNDON K. LOFTIS, MSFC

5. TELEPHONE EXT. **FTS 824-4531**

DATE **8/12/91** ARCHIVIST OF THE UNITED STATES
Claudia Juecker

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 3 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 5-8-91	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Adria A. Lipka</i> ADRIA A. LIPKA 703/271-5541	D. TITLE NASA RECORDS OFFICER
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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 GRS OR SUPERSEDED JOB CITATION	10.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)																												
	SKYLAB PROJECT OFFICE FILES MARSHALL SPACE FLIGHT CENTER																														
	Records of the SKYLAB Project Office at Marshall Space Flight Center 1962-1974. The records of the Project Manager and subordinate offices reflect the Research and Development effort for which Marshall Space Flight Center was the lead laboratory. All records included in this Request for Records Disposition Authority are located in designated accessions at the Atlanta Federal Records Center.																														
	1. SKYLAB PROJECT Research and Development Case Files. Records include periodic project reports, specifications, drawings, minutes of senior level meetings, design reports for experiments to be included in SKYLAB, and other records deemed to be of historical significance.																														
	<table border="1"> <thead> <tr> <th>4NC Acc #</th> <th>Box #'s</th> <th>Description</th> <th>cu.ft.</th> </tr> </thead> <tbody> <tr> <td>75A1066</td> <td>9-69</td> <td>Program reviews and management mtgs.</td> <td>61</td> </tr> <tr> <td>75E1066</td> <td>121</td> <td>Program planning and lessons learned</td> <td>1</td> </tr> <tr> <td>76A0423</td> <td>1-17</td> <td>Level 1 & 2 Config mgmt adgenda & min.</td> <td>17</td> </tr> <tr> <td>76A0423</td> <td>400-418</td> <td>Airlock module reports</td> <td>19</td> </tr> <tr> <td>76A0423</td> <td>419-435</td> <td>Airlock module critical design reviews</td> <td>17</td> </tr> <tr> <td>76A0423</td> <td>447-450</td> <td>S-054 Flight data package</td> <td>4</td> </tr> </tbody> </table>	4NC Acc #	Box #'s	Description	cu.ft.	75A1066	9-69	Program reviews and management mtgs.	61	75E1066	121	Program planning and lessons learned	1	76A0423	1-17	Level 1 & 2 Config mgmt adgenda & min.	17	76A0423	400-418	Airlock module reports	19	76A0423	419-435	Airlock module critical design reviews	17	76A0423	447-450	S-054 Flight data package	4		
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Copies sent to agency, NARA, NN-W, NNTNCF 8/29/91

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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)
4NC Acc #	Box #'s	Description		cu. ft.
76A0423	451-454	High altitude observatory experiment		4
76A0423	455	NOAA correspondence re experiment		1
76A0423	456-457	Telescope Mount Proj- design reviews		2
76A0423	458-460	ATM experiment reports		3
76A0423	461-463	NRL experiment reports		3
76A0423	464-466	H-A experiment reports		3
76A0423	467-469	Harvard University Observatory project		3
76A1088	317	Program directives		1
76A1088	318-326	Mission requirements documents		9
76A1088	331-342	Baseline program minutes & Prog. review		12
76A1088	351-371	Acceptance data packages for experiment		21
76A1088	372-379	Biomedical experiment files 1968-74		8
76A1088	380-403	Experiment files 1968-74		24
76A1088	404-437	Airlock drawings and specs 1966-74		34
79A0003	1	Staff study for Congressional comm.		1
79A0012	1-5	Program reviews and briefings 1966-74		5
79A0013	1-3	AMPS Project control files		3
79A0015	3	Agreement files		1
79A0017	1	SKYLAB systems wkly pre-launch reports		1
79A0020	25-28	CALROC Project requirements		4
79A0022	1-25	Proceedings & minutes review Panel		25
<p><i>Clued 5/8/91</i> Intermixed duplicate copies, non-record material and records previously approved for destruction may be destroyed during archival processing</p>				287 cubic ft.
DISPOSITION: PERMANENT Transfer immediately to National Archives				
2. SKYLAB PROJECT Research and Development Support Records. Records include test results; Quality assurance, safety, scheduling, procurement, and financial files; maintenance logs; and various records pertaining to minor components of SKYLAB.				
4NC Acc #	Box #'s	Description		cu. ft.
75A1066	70-86	Engineering working group notes		17
75A1066	92-104	QA and safety checklists		8
75E1066	105-120	Test data, log books, & ref. files		16
76A0423	18-176	PCN change packages		159
76A0423	177-186	Project procurement files		10
76A0423	187-196	Test & checkout procedure drawings		10
76A0423	197-216	Test data		20
76A0423	217-237	Module change orders & support docu.		21
76A0423	238- 328	Weight status reports - Air lock Post Fit		91
76A0423	329-376	Multiple docking adaptor acceptance pkg		48
76A0423	377-399	Airlock support systems files		23
76A0423	436-442	Airlock module test plans		7
76A0423	443-446	GSE technical documents		4
76A0423	470-471	Film - test shots		2
76A1088	296-298	Systems integration records		3
76A1088	299-316	Training & mission support records		18

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	4NC Acc # Box #'s Description		cu. ft.
	76A1088 327 Checkout requirements		1
	76A1088 328-330 Safety advisories		3
	76A1088 343-350 Procurement files		8
	79A0010 1-2 Cost and schedule files		2
	79A0014 1 Financial status reports		1
	79A0016 20-28 Budget and financial files		9
	79A0016 37-61 Receiving reports		25
	79A0018 1-2 Program integration files		2
	79A0019 6-12 Stage data packages AS-210		7
	80A0037 1 Computer requirements & data mgmt files		1
516 cubic ft.			
DISPOSITION: Destroy immediately			
<p>(NOTE: Gaps in box numbers within accessions are caused by earlier authorized disposals or contain records from still active project offices.)</p>			