



NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION
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www.archives.gov

Sent Via Email. No Hard Copy to Follow.

June 25, 2018

Mr. Jonathan Jones
Department of Transportation
Federal Aviation Administration
800 Independence Avenue SW
Washington, DC 20591
jonathan.jones@faa.gov

Dear Mr. Jones:

On June 12, 2018, the National Archives and Records Administration (NARA) received an allegation about the unauthorized disposition of Federal Aviation Administration (FAA) records. This allegation is related to an inquiry Mr. Harold Rutlia made to FAA concerning deletion of audio recordings of new-hire evaluations at the FAA Academy.

The allegation stated that:

The FAA Academy trains and evaluates air traffic controllers in simulators that have an audio recording capability. This capability records ambient audio as well as audio directly from the headset of the air traffic control trainee as he speaks instructions to aircraft in the simulator. The FAA admitted that it does not have a retention schedule for such records. Instead, the FAA claimed they must delete the audio within 7 days due to "space limitations."

As required in 36 CFR 1230.14, Federal agencies must promptly report to NARA any unauthorized removal, alteration or destruction of agency records. Based on the allegation referenced above and in accordance with 36 CFR 1230.16(b), NARA is requesting that you provide us with a response within 30 calendar days that includes a complete description of the audio records (including an approximation of the volume and dates of all deleted recordings); a statement of what safeguards have been put into place (or will be put into place) to prevent any future unauthorized disposition of agency records; exact details of the circumstances surrounding this alleged deletion of records; and an outline of any actions taken to retrieve or recreate the deleted audio records.

Thank you for your cooperation. If you have any questions, please contact Andréa Noel, Senior Records Analyst, at 301-837-3564 or by email at andrea.noel@nara.gov.

Sincerely,

A handwritten signature in blue ink that reads "Laurence S. Brewer". The signature is written in a cursive, flowing style.

LAURENCE BREWER
Chief Records Officer
for the U.S. Government

Enclosures

Email-to-GRS Team-Rutila-062018.pdf
Original FRA Complaint to FAA (Highlighted).pdf
June-14-2017_FAA Response Letter (Highlighted).pdf
May-18-2018_FAA FRA Complaint Response.pdf
Doskow - There is not a disposition schedule.pdf

CC: Claire Barrett