

**All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules**

(P) Permanent

(T) Temporary

The Civil Aeronautics Board was dissolved in 1985. and were transferred to a successor agency Federal Aviation Administration (FAA). FAA reports all records covered by this schedule are presumed dispositioned.

| ITEM   | STATUS       | WHY INACTIVE       |
|--------|--------------|--------------------|
| 41     | T (Inactive) | Presumed destroyed |
| 42 / a | T (Inactive) | Presumed destroyed |
| 42 / b | T (Inactive) | Presumed destroyed |
| 43     | T (Inactive) | Presumed destroyed |
| 44     | T (Inactive) | Presumed destroyed |
| 45     | T (Inactive) | Presumed destroyed |
| 46     | T (Inactive) | Presumed destroyed |
| 47     | T (Inactive) | Presumed destroyed |
| 78     | T (Inactive) | Presumed destroyed |
| 79 / a | T (Inactive) | Presumed destroyed |
| 79 / b | T (Inactive) | Presumed destroyed |
| 79 / c | T (Inactive) | Presumed destroyed |
| 80 / a | T (Inactive) | Presumed destroyed |
| 80 / b | T (Inactive) | Presumed destroyed |
| 80 / c | T (Inactive) | Presumed destroyed |
| 81     | T (Inactive) | Presumed destroyed |
| 82     | T (Inactive) | Presumed destroyed |
| 83     | T (Inactive) | Presumed destroyed |

| REQUEST FOR RECORDS DISPOSITION AUTHORITY<br>(See Instructions on reverse)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                        | LEAVE BLANK (NARA use only)                                                                                                                                                                                                              |                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)<br>WASHINGTON, DC 20408                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                        | JOB NUMBER<br><b>NI-237-97-1</b>                                                                                                                                                                                                         |                                                       |
| 1 FROM (Agency or establishment)<br><b>DOT/Federal Aviation Administration</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                        | DATE RECEIVED<br><b>6-9-97</b>                                                                                                                                                                                                           |                                                       |
| 2. MAJOR SUBDIVISION<br><b>Office of Air Transportation Division, AFS-200</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                        | NOTIFICATION TO AGENCY<br><br>In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10 |                                                       |
| 3 MINOR SUBDIVISION<br><b>HQ/REG/CTR/FIELD</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                          |                                                       |
| 4 NAME OF PERSON WITH WHOM TO CONFER<br><b>Janet Stewart,<br/>Records Management Officer, AFS-100</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 5 TELEPHONE                                                                                                                                                                                                                                                                                                                                                                                                            | DATE<br><b>1-1-97</b>                                                                                                                                                                                                                    | ARCHIVIST OF THE UNITED STATES<br><i>John W. Paul</i> |
| 6 AGENCY CERTIFICATION<br>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 on the attached _____ 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,<br><input checked="checked" type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested |                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                          |                                                       |
| DATE<br><b>6/3/97</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | SIGNATURE OF AGENCY REPRESENTATIVE<br><i>Lisa McGlasson</i>                                                                                                                                                                                                                                                                                                                                                            | TITLE<br><b>FAA RECORDS OFFICER, ABC-100<br/>202-267-9885</b>                                                                                                                                                                            |                                                       |
| 7<br>ITEM NO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION                                                                                                                                                                                                                                                                                                                                                                         | 9 GRS OR SUPERSEDED JOB CITATION                                                                                                                                                                                                         | 10 ACTION TAKEN (NARA USE ONLY)                       |
| 41                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Request Transfer of Disposition Authority from DOT Civil Aeronautics Board to FAA Office of Air Transportation Division, AFS-200</b><br><br><b>Subsidy Claims and Payment Files</b> Include claims and supporting lists of records, correspondence, field audit reports, and other documents related to subsidy claims by and payments to air carriers<br><br>Transfer to FRC 3 years old Destroy when 10 years old | <sup>82</sup><br>NC 197- <del>76</del> -1<br>Item <del>29</del> 41                                                                                                                                                                       |                                                       |
| 42                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Financial Reports (Budget)</b> SF 138, SF 225 and other reports on the Status of appropriation accounts and apportionment<br><br>a Annual report (End of Fiscal Year)<br><br>Destroy when 5 years old<br><br>b All other reports<br><br>Destroy 3 years after end of fiscal year                                                                                                                                    | GRS 5- <del>5</del> 3a and 3b                                                                                                                                                                                                            |                                                       |

JUL 10 1997 mtr

Copy to: Agency  
NWDD  
NWRW

## REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUATION

JOB NUMBER

11-231-97-1

PAGE

3 OF 3

| 7<br>ITEM<br>NO | 8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION                                                                                                                                                                                                                                                                                                                                                                                                                                        | 9 GRS OR<br>SUPERSEDED<br>JOB CITATION                                     | 10 ACTION<br>TAKEN (NARA<br>USE ONLY) |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|---------------------------------------|
| 43              | <u>Financial Reference</u> Apportionment and reapportionments<br>SF-132<br><br>Destroy 2 years after the close of the fiscal year                                                                                                                                                                                                                                                                                                                                                     | GRS #5- <del>6</del> <sup>4</sup>                                          |                                       |
| 44              | <u>General Ledger</u> CAB Form 516 include appropriation<br>warrants, allotments summary, expenditures and other<br>accounting documents listing<br><br>Destroy 10 years after close of fiscal year involved                                                                                                                                                                                                                                                                          | NC1-197-82-1<br>Item 44                                                    |                                       |
| 45              | <u>Budget Fact Books</u> Work paper and data used in preparing<br>budget estimates<br><br>Destroy 1 year after the close of the fiscal year covered by<br>the budget                                                                                                                                                                                                                                                                                                                  | GRS #5- <del>1</del> <sup>2</sup>                                          |                                       |
| 46              | <u>Budget Records</u> Correspondence and computations<br>pertaining to routine administration and internal procedures<br><br>Destroy when 2 years old                                                                                                                                                                                                                                                                                                                                 | GRS #5- <del>2</del> <sup>1</sup>                                          |                                       |
| 47              | <u>Deposits</u> Record of Moines received from carriers and<br>individuals in payment of filing fees, license fees and special<br>services invoices<br><br>Destroy 6 years, 3 months after period covered by account                                                                                                                                                                                                                                                                  | GRS #6-1                                                                   |                                       |
| 78              | <u>Applications for waiver of Charter Regulations</u> Applications,<br>supporting documents, and evidence of Board action<br><br>Transfer to FRC 2 years after Board action Destroy 5 years<br>after Board action                                                                                                                                                                                                                                                                     | NC 197- <del>76</del> <sup>82</sup> -1<br>Item <del>55</del> <sup>78</sup> |                                       |
| 79              | <u>Air Carrier Surety and Insurance Files</u> Documents<br>compliance with surety and insurance requirements<br><br>a Destroy 5 years after expiration or cancellation of surety<br>bond or insurance<br><br>b At Sunset, if CAB's function in this area is transferred to<br>another agency Transfer these records to the successor<br>agency<br><br>c At Sunset, if CAB's function in this area terminates with<br>no successor agency, transfer to FRC Destroy when 5 years<br>old | Item #58<br>NC1-197-82-1<br>Items 79a, 79b<br>and 79c                      |                                       |

## REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUATION

JOB NUMBER

11-237-97-1

PAGE

2 OF 3

| 7<br>ITEM<br>NO | 8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 9 GRS OR<br>SUPERSEDED<br>JOB CITATION                                     | 10 ACTION<br>TAKEN (NARA<br>USE ONLY) |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|---------------------------------------|
| 80              | <p><u>Air Taxi Registrations</u> Registration forms, certificates of insurance, and correspondence Continued by annual registration</p> <p>a Transfer to FRC 2 years after expiration of registration period Destory 5 years after end of registration period</p> <p>b At Sunset, if CAB's function in this area is transferred to another agency Transfer these records to the successor agency</p> <p>c At Sunset, if CAB's function in this area terminates with no successor agency, transfer to FRC Destory when 5 years old</p> | <p><del>Item #59</del><br/>NCI-197-82-1<br/>Items 80a, 80b<br/>and 80c</p> |                                       |
| 81              | <p><u>Foreign Aircraft Charter Permits</u> One-time only applications, charter contracts, and evidence of Board action (Part 375 to CAB regulations)</p> <p>Transfer to FRC 1 year after filing, Destory 5 years after filing</p>                                                                                                                                                                                                                                                                                                     | <p><del>Item #61</del><br/>NCI-197-82-1<br/>Item 81</p>                    |                                       |
| 82              | <p><u>Blind-Sector Authorizations for Foreign Air Carriers</u><br/>Generally one-time applications, and evidence of Board action (Section 216 of CAB regulations)</p> <p>Transfer to FRC 1 year after filing Destory 5 years after filing</p>                                                                                                                                                                                                                                                                                         | <p><del>Item #62</del><br/>NCI-197-82-1<br/>Item 82</p>                    |                                       |
| 83              | <p><u>Emergency Charter Reports</u> Reports of substitute transportation in emergencies on charter flights and reports of emergency commercial charters for other direct carries</p> <p>Destory 1 year after flight date</p>                                                                                                                                                                                                                                                                                                          | <p><del>Item #63</del><br/>NCI-197-82-1<br/>Item 83</p>                    |                                       |