

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

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

1. FROM (AGENCY OR ESTABLISHMENT)  
**National Transportation Safety Board (NTSB)**

2. MAJOR SUBDIVISION **Washington, DC 20594**

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

**Frederick King**

5. TEL. EXT.

**426-3807**

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED <b>21 SEP 1977</b>	JOB NO. <b>NC1 400 77 2</b>
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.	
<b>9-27-77</b> <i>James E. O'Neil</i> (Date) <i>acting</i> Archivist of the United States	

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.

**9/19/77** *Frederick King* **Frederick King** Chief, Operations and  
Date (Signature of Agency Representative) Facilities Division (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p>Covered by this schedule are the official records of the Board's formal proceedings arising under Section 602(b) (72 Stat. 776, 49 U.S.C. 1422) and Section 609 (72 Stat. 779, 49 U.S.C. 1429) of the Federal Aviation Act of 1958, as amended. The documents in these files are the petition or appeal filed by an airman which opens the case; pleadings from both parties to the case (Airman and Federal Aviation Administration); motions filed by the parties; interlocutory rulings by the Administrative Law Judge; hearing notices, transcripts of hearing, exhibits introduced into the record at the hearing, Administrative Law Judge's decision on the case; in some instances, appeal to the five-member Board for review of the Judge's decision, briefs in support of that appeal; the Board's Opinion and Order resulting from the review and other correspondence that is initiated by the Board, the airman or the FAA relative to the case. These files are maintained by the Docket Section of the Board which is located in the Office of Administrative Law Judges.</p> <p><u>Safety Enforcement Cases</u> (1978 and subsequent years)</p> <p>The Safety Enforcement Cases are airman certificate cases involving petitions for review filed by airmen or applicants who have applied to the Federal Aviation Administration for the issuance of an airman certificate and that application was denied. The airman petitions the Board to review the denial of certification by the FAA. A hearing is held by an Administrative Law Judge (in most cases) at the conclusion of which a decision on the matter is rendered. The Judge makes a decision whether or not the airman possesses the qualifications for an airman certificate</p>		<b>5 items</b>

or is physically able to perform the duties of the certificate sought. Airman must meet the medical qualifications and provisions specified in Part 67 of the Federal Aviation Regulations.

- a. Requests for Appeal Hearing -- Withdrawn.  
Retention: Transfer to Federal Record Center  
1 year after close of case; destroy 5 years after  
close of case.
- b. Appeal and Hearing Cases.  
Retention: Transfer to Federal Record Center  
1 year after close of case; destroy 15 years after  
close of case.

The Seamen Appeal case files covered by this Schedule are the official records of the Board's formal review of seamen appeals arising under Section 304 (a) (9) (B) of the Independent Safety Board Act of 1974, Public Law 93-633, 88 Stat. 2169 (49 U.S.C. 1903 (a) (9) (B)). The documents included in these files are the notice of appeal from the seaman which initiates the file; documents transferred to the Board from the Commandant of the U.S. Coast Guard; briefs in support of the appeal; transcript of oral arguments when held; and the Board's Opinion and Order in the Case. Also, the files include such correspondence as is initiated by the Board, the U.S. Coast Guard or the seaman, relative to the case.

2. Safety Enforcement Cases. (Prior to 1978) Destroy 15 years after close of case.
3. Seamen Appeal Cases

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3019,  
Item 12

These cases involve appeals filed by seamen who have received decisions from the Commandant, U.S. Coast Guard, sustaining orders of an administrative law judge, revoking, suspending or denying a license, certificate, document, or register in proceedings under:

R.S. 4450, as amended (46 U.S.C. 239);  
Act of July 15, 1954 (46 U.S.C. 239 a-b; or  
Section 4, Great Lakes Pilotage Act  
(46 U.S.C. 216 (b))

The Board will issue an Opinion and Order in the case after review of the appeal and brief in support of appeal together with the reply brief filed by the Commandant.

- a. Requests for Appeal Hearing -- Withdrawn.  
Retention: Transfer to Federal Record Center  
1 year after close of case; destroy 5 years after  
close of case.

- b. Appeal Hearing Cases.  
Retention: Transfer to Federal Record Center  
1 year after close of case; destroy 15 years after  
close of case.