INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC-038-75-004

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Superseded by NC1-NU-89-05, item SSIC 3760/12.

Date Reported: 10/04/2021

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Center, East Point, Georgia, for interim storage.

(Jackets date back to 1914, although most

for disposal.

TO DISPOSE OF RECORDS

(See Instructions on Reverse)

NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408

2. MAJOR SUBDIVISION Assistant Vice Chief of Naval Operations, Director of Naval Administration

Naval Records Management Division

TO: GENERAL SERVICES ADMINISTRATION,

1. FROM (AGENCY OR ESTABLISHMENT) Department of the Navy

4. NAME OF PERSON WITH WHOM TO CONFER

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

. LEAVE BLANK					
May 16, 1975	JOB NO.				
	NC-38-75-4				
NOTIFICATION	ON TO AGENCY				
posal request, including am	sions of 44 U.S.C. 3303a the dis- endments, is approved except for 'disposal not approved' or ''with-				

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 _ poge(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

5. TEL. EXT. 0X**-**51525/29

> W. M. Kincaid Deputy Director

Date

30 April 1975

3. MINOR SUBDIVISION

L. S. Anderson

Naval Records Mgmt. Div.

30 April	1975 Navai Records Mgmt. Div.				
(Date)	(Signature of Agency Representative) (Title)				
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN		
	CHIEF OF NAVAL AIR TRAINING				
1.	Aviation training jackets: complete training record for each aviator and naval flight officer. (Supplements the individual's official military personnel record.) Jackets comprise such records as academic training summaries, naval aviation training stage grades, ATF training summaries, student progress disposition report summaries, unsatisfactory and delinquency incident reports, stage flight grade analyses, officer-like qualities report, aviation officer candidate school record, synthetic flight training summary, individual monthly aerobics record, etc. (Jackets date back to 1914, although most of them post-date 1940.)		are avail- FRC, East GA		
	A. Destroy original paper records when essential data is transferred to magnetic tape, EXCEPT jackets of earliest aviators, naval flight officers, astronauts, and other who have achieved special recognition are PERMANENT. Offer original permanent paper records to National Archives after conversion to magnetic tape, and printouts of permanent records created on magnetic tape to National Archives after jacket is complete.				
	Transfer jackets in annual blocks to the Federal Records Center, East Point, Georgia, for interim storage.				
	B. Destroy magnetic tape 75 years after date of last entry. Changes approved by Lorna Anderson 6/24/75 (PL)				

(An ADP information system for recording and mechanically retrieving aviation training data is under development. As soon as it is operational, not only will new aviation training data be computer recorded and stored, but plans call for reviewing each jacket already accumulated and recording required data from each in the mechanized information system. Target date for complete conversion to the ADP system is 1980.)

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REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)		10. ACTION TAKEN
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