

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0237-2023-0005

Status: APPROVED
Date Approved: 08/20/2025

General Information

Agency or Establishment	Federal Aviation Administration
Record/Scheduling Group	0237 - Records of the Federal Aviation Administration
Records Schedule Applies To	Agency-wide
Schedule Subject	Operation Safety System
Additional Schedule Information	<p>The Operation Safety System (OPSS) is how the Federal Aviation Administration (FAA) implements and manages operating authorizations required by regulation for all commercial air operators and air agencies.</p> <p>Authorizing documents specify the terms, conditions and limitations under which air operators and air agencies must conduct operations to ensure safety. Each operator or agency receives a set of authorizing documents, some minimally required by regulation, and additional authorizations for which the operator or the agency may apply based on its capabilities.</p>
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	No - the records covered by this schedule do not implicate Tribal interests

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Item Count

Total number of disposition items: 1

Number of Temporary disposition items: 1

Number of Permanent disposition items: 0

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0237-2023-0005

Item #	Title	Disposition
0001	Air Operator and Air Agency Authorizing Documents	Temporary

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Records Schedule Items

DAA-0237-2023-0005-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Air Operator and Air Agency Authorizing Documents	
Item Description	Authorizing documents include operations specifications (OpSpecs), management specifications (MSpecs), training specifications (TSpecs), Letters of Authorization (LOAs), Letters of Deviation Authority (LODA) and certificates of waiver (CoWs)	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
NC1-237-77-03 / 16/a/8	No	
NC1-237-83-01 / 11/8/a	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off after operator or entity no longer has operating authority	
Retention Period	Destroy 5 year(s) after cutoff	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

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Signatory Information

Action	User	Date
Approve	Marco Rubio (Acting Archivist)	08/20/2025



Office of the Chief
Records Officer for the
U.S. Government

This schedule was signed outside of the ERA system using Standard Form 115.

NARA staff updated ERA to reflect this approval, moving the record schedule into an approved status. The approved status allows for generation of a PDF indicating that the schedule has been approved, and allows an agency to use the schedule in ERA to create transfer requests. The approved date in the system and on the PDF version of the records schedule reflects the system actions.