

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0237-2025-0008

Status: APPROVED
Date Approved: 07/15/2026

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	Airport Compliance Proceeding Docket Records
Additional Schedule Information	14 CFR Part 16 Airport Proceedings Docket Records. Dockets relating to Federally assisted airport cases involving allegations of violations of Federal Statutes codified in Title 49 of the United States Code (U.S.C.), and subject to in-house adjudication under 49 U.S.C. §§ 106(g), 322, 1110, 1111, 1115, 1116, 1718(a) and (b), 1719, 1723, 1726, 1727, 40103(e), 40113, 40116, 44502(b), 46101, 46104, 46110, 47104, 47106(e), 47107, 47108, 47111(d), 47122, 47123-47125, 47133, 47151-47153, 48103, and related Federal Sponsor Grant Assurances. Cases Subject to Part 16 Adjudication. In cases involving complaints or notices of investigation against Federally Assisted Airports under 14 CFR Part 16, the Director of the Office of Airport Compliance and Management Analysis issues a Director's Determination (administrative decision) following an investigation of the facts of the case. The Director's Determination may be appealed to the FAA Associate Administrator for Airports, who issues a Final Agency Decision following a review of briefs. Many cases are dismissed without prejudice before initiating an investigation or issuing a Director's Determination. Final Agency Decisions are subject to judicial review in the United States Court of Appeals. Few cases result in withholding Federal entitlement funds from the Federally assisted airport named as the respondent. In those cases, the Director's Determination provides the opportunity for a hearing, which may result in a Hearing Officer's Decision. The Hearing Officer's Decision may be appealed to the FAA Associate Administrator for Airports and the United States Court of Appeals.
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-0237-2025-0008

Item #	Title	Disposition
0001	Airport Proceedings Docket Records	Temporary

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Records Schedule Items

DAA-0237-2025-0008-0001		STATUS: Active	
ITEM GENERAL INFORMATION			
Item Title		Airport Proceedings Docket Records	
Item Description		Records include but are not limited to Part 16 docket, which contains some or all of the following documents: complaint; answer; reply; rebuttal; evidentiary material such as letters, manuals, photographs, maps, charts, and tapes attached as exhibits to the pleadings or requested by the FAA; written Director's Determination; notices of appeal to the Associate Administrator for Airports and briefs; written Final Agency Decision by the Associate Administrator for Airports; petition for review filed in Federal Court; orders of a Federal Court; and certified index of documents constituting the administrative record filed in Federal Court. In a case where a hearing is provided, the Part 16 Docket may also include a request for a hearing; transcripts of pre-hearing conferences; pre-hearing orders issued by a Hearing Officer, including scheduling orders; various pre-hearing motions and replies thereto; discovery requests and responses thereto; written Hearing Officer's Decision; hearing transcript; and evidentiary material such as letters, manuals, photographs, maps, charts, and tapes introduced at the hearing and not attached to the hearing transcript.	
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
N1-237-03-001 / 1/a		Yes	Only applies to Part 16 cases.
N1-237-03-001 / 1/b/2		No	
Is this item a deviation from the GRS?		No	
DISPOSITION INSTRUCTION			
Final Disposition		Temporary	
Cutoff Instructions		Other: Cut off closed case files at the end of the calendar year within which they are closed.	

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Retention Period	Destroy 7 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	Edward Forst (Acting Archivist)	07/15/2026



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.