

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIRA)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)
DOT/Federal Aviation Administration

2. MAJOR SUBDIVISION Office of Associate Administrator
for Regulation and Certification, AVR-1

3. MINOR SUBDIVISION Flight Standards Service
Headquarters/Regions/Field Offices

4. NAME OF PERSON WITH WHOM TO CONFER
Dorothy J. Stewart
Dorothy J. Stewart, AFS-120B

5. TELEPHONE
" "
(202) 267-3360

L E BLANK (NARA use only)	
JOB NUMBER <i>NI-237-96-3</i>	
DATE RECEIVED <i>8-12-96</i>	
NOTIFICATION TO AGENCY	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
DATE	ARCHIVIST OF THE UNITED STATES

6. AGENCY CERTIFICATION

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,

is not required; is attached; or has been requested.

DATE AUG 7 1996	SIGNATURE OF AGENCY REPRESENTATIVE <i>Lisa McGlasson</i> Lisa McGlasson	TITLE FAA Records Officer, Corporate Information Division, ABC-100
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7. ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p><u>National Aviation Safety Inspection Program</u></p> <p>Program started in 1984 Annual accumulation is approximately 8 feet Cut off files annually</p> <p>General Correspondence files Correspondence, reports, forms, and related documents pertaining to NASIP, Regional Aviation Safety Program (RASIP) or Office Aviation Safety Inspection Program (OASIP) inspection activities</p> <p>a Flight Standards National Field Office Destroy after 4 years old</p> <p>b Regional Flight Standards offices Destroy after 4 years old</p> <p>c Flight Standards Field offices Destroy after 4 years old</p>	<p>New Series (3090)</p>	
2	<p>Inspection files maintained by Flight Standards regarding air carriers, emergency medical service operators, pilot schools, repair stations, maintenance technician schools, and external load operators</p> <p>a Flight Standards National Field Office Destroy after 2 years</p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUED

JOB NUMBER

PAGE

OF

7
ITEM
NO

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

9. GRS OR
SUPERSEDED
JOB CITATION

10 ACTION
TAKEN (NARA
USE ONLY)

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b Regional Flight Standards offices Destroy 4 years after followup and corrective action is completed or when superseded by another NASIP, RASIP or OASIP inspection

c Flight Standards Field offices Destroy 4 years after followup and corrective action is completed or when superseded by another NASIP, RASIP or OASIP inspection

Evaluation and Surveillance Files Documents accumulated in the conduct of an evaluation and/or surveillance of the Flight Standards National Aviation Safety Inspection Program

a Regional Flight Standards offices
old Destroy when 5 years

New Item 1350 15B
(8000 Item 5)