<u> </u>			
REQUEST FOR RECORDS DISPOSIT	LEAVE BLANK (NARA use only)		
(See Instructions on revel	0B NUMBER 1-255-09-1	ર	
TO NATIONAL ARCHIVES and RECORDS ADMIN WASHINGTON, DC 20408	DATE RECEIVED		
1 FROM (Agency or establishment)	NOTIFICATION TO	AGENCY	
National Aeronautics and Space Administration (NAS	In accordance with the provisions of 44		
2 MAJOR SUBDIVISION NASA Headquarters	U S C 3303a the disposition request,		
3 MINOR SUBDIVISION	including amendments, is app for items that may be marked		
		not approved" or "withdrawn	
4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE	ARCHIVIST OF TH	E UNITED STATES
Patti F Stockman, NASA Records Officer	(202) 358-4787		,
		Um III - of	~~~
6 AGENCY CERTIFICATION	.1)	£
I hereby certify that I am authorized to act for and that the records proposed for disposal on			
of this agency or will not be needed after the			
the General Accounting Office, under the pro			
Agencies, X is not required,	Is attached, or	has been requested	
DATE / SIGNATURE OF AGENCY REPR	ESENTATIVE TITLE		
8/31/2009 Patti FStockm			
The Fund Slockm	NASA Record	s Officer, NASA Headquarters, C	Code AO
7 ITEM 8 DESCRIPTION OF ITEM AND PROP	OSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA
This schedule consolidates items from the curren NRRS 3/33 It will replace NRRS 3/33 in its enti			USE ONLY)
Propsed new schedule (see attached)			
115-109 NSN 7540-00-634-4		STANDARD FORM	

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Replaces Schedule 3, item 33 (AFS 3400)

of ' as	DESCRIPTION OF RECORDS SERIES <u>OTE</u> : For inputs into, outputs from, and documentation Training e-systems, see Schedule 2, the following items appropriate: 15.A and 15.B (inputs), 15.D, 15.E and F (outputs), and 14.D.3 (documentation).	RETENTION	
A	General records in any format documenting NASA training, including but not limited to administration, training calendars, schedules, and announcements, course descriptions, objectives, registration and rosters, reports, and tests	DESTROY OR DELETE WHEN 5 YEARS OLD [NEW]	3
В	Training materials		
	1 Unique training materials in any format related to NASA's mission, such as astronaut, payload processing, on-board flight crew training, etc	Permanent Cut off when superseded or obsolete Transfer to NARA 7 years after cutoff [New] (N 15-39)	
	2 Routine training materials in any format, including but not limited to record copy of manuals, syllabuses, textbooks, and on-line packages	DESTROY WHEN SUPERSEDED OR OBSOLETE [NEW]	
C	With the exception of D below, all training records in any format that are specifically linked to individuals, such as training plans, course completion, certifications resulting from training, test results, on-the-job training, and competencies	DESTROY OR DELETE 5 YEARS AFTER SEPARATION OF EMPLOYEE OR WHEN NO LONGER NEEDED, WHICHEVER COMES FIRST [NEW]	
D	Johnson Space Center (JSC)All training records in any format linked specifically to Astronauts	SEE NRRS 8/34	
-E-	All non-record copies, in any format, of records in above 4 items	DELETE OR DESTROY WHEN NO LONGER NEEDED [NEW]	-Non Record
			Material

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