

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER 01-237-10-12	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 10/23/09	
1 FROM (Agency or establishment) DOT/FAA		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION Air Traffic Organization			
3 MINOR SUBDIVISION Technical Operations Services, AJW-28			
4. NAME OF PERSON WITH WHOM TO CONFER Steve Kalabokes	5 TELEPHONE NUMBER (202) 385-6610	DATE 29 Oct 10	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 needed now for the business for 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, <input type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE 7-10-09 10/22/09	SIGNATURE OF AGENCY REPRESENTATIVE 		TITLE FAA RECORDS OFFICER
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p>ENGINEERING DRAWINGS for National Airspace System (NAS) Buildings and Facilities (Order 1350 15C, Classification #6080)</p> <p>These records are used to manage/maintain the National Airspace System (NAS) buildings and facilities. Records are created and maintained by the Computer Aided Engineering Graphics (CAEG) System. The CAEG consists of a suite of Computer Aided Design (CAD) and drawing management applications, a blend of commercial off-the-shelf (COTS), and developed applications.</p> <p>The suite includes the Bentley Suite (COTS), the ProjectWise Electronic Drawing Management System (EDMS) (COTS), the intranet-based Radio Coverage Analysis System (iRCAS) and the Facility Power Panel Schedule (FPPS) (the latter two are developed applications). The iRCAS is an analytical tool.</p> <p>The system creates and maintains engineering drawings. Users have the option of saving files of analyses to their desktops. FPPS is a web-based application and contains records of circuit breaker assignments for all critical power panels in a relational database management system. Records are updated and modified during the life of the building or facility.</p>	New Item	

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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION
	<p>DISPOSITION Cutoff at the end of the fiscal year when building/facility is decommissioned. Delete/destroy 7 years after cut-off</p> <p>The disposition authority applies to all records associated with the CAEG System regardless of media, and/or whether it is an electronic application or hardcopy</p> <p><i>Note: The FAA agrees to maintain these records in accordance with 36 CFR 1234.30 and 1234.32 for their entire retention period.</i></p>	