

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO N1-237-86-3	DATE RECEIVED 1-14-86
1 FROM (Agency or establishment) Department of Transportation		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Federal Aviation Administration		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
3 MINOR SUBDIVISION Flight Standards Division		4 NAME OF PERSON WITH WHOM TO CONFER Philip Leach	5 TELEPHONE EXT (202) 426-8735
6 CERTIFICATE OF AGENCY REPRESENTATIVE		DATE 6-18-86	ARCHIVIST OF THE UNITED STATES <i>Frank A. Burke</i>

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of 2 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A GAO concurrence is attached, or is unnecessary

B DATE 1/7/86	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Philip Leach</i>	D TITLE Records Officer
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7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
1.	<u>Student Records 60A216</u> Records consist of applications, ground and flight school records, recommendations and either a licence or correspondence and forms regarding dismissal on 1872 reels of microfilm. DISPOSITION: Destroy when no longer needed for administrative purposes.		
2.	<u>Contracts and Correspondence 58A830, Boxes 2, 9, 11-19</u> Include contracts, related correspondence and memoranda, detailed course outlines, instructors' certificates and insurance forms. Some files contain CAA inspection reports on contractors financial and legal documents, lists of students and contract modifications. DISPOSITION: Destroy Immediately		

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7 ITEM NO.	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
3.	<p>Aircraft Records 58A830, Boxes 7, 8.</p> <p>Individual folders for each plane, containing correspondence, contracts, and records regarding purchase, use maintenance, appraisal, inspection and final disposal of craft.</p> <p>DISPOSITION: Destroy Immediately.</p>		
4.	<p>Revocable Licence Files 58A830 Boxes 5, 6.</p> <p>Records of aircraft leased by the CAA to the Contracting schools. Forms on inventory, use, surrender of the plane and components to the government and a record of the craft's final disposition.</p> <p>DISPOSITION: Destroy Immediately.</p> <p>APPRAISED AS DISPOSABLE IN JOB NUMBER NC3-237-85-1</p>		