

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

*Rec'd NCD 7 Nov 80 14*

TO: **GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)  
**Department of Transportation**

2. MAJOR SUBDIVISION  
**Federal Aviation Administration**

3. MINOR SUBDIVISION  
**Air Traffic Service**

4. NAME OF PERSON WITH WHOM TO CONFER  
**Ms. Fae B. Screws**

5. TEL. EXT.  
**426-8735**

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JOB NO  
**NC1-237-81-1**

DATE RECEIVED  
**November 5, 1980**

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

**12-12-80** *[Signature]*  
Date Archivist of the United States

6. CERTIFICATE OF AGENCY REPRESENTATIVE.

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

- A Request for immediate disposal.**
- B Request for disposal after a specified period of time or request for permanent retention.**

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE	7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
<b>5-8-79</b>	<i>Fae B. Screws</i>	<i>Mgmt. Analyst</i>	1	<p><u>WNRC Accession 237-63-A-0327, Boxes 1-4</u></p> <p>General correspondence file, 1942-60, of the Airspace Subcommittee of the Air Coordinating Committee. This is a reading/reference file, containing routine correspondence, general information on various aspects of airspace use, and organizational and procedural manuals. Much of the correspondence relates to specific cases reviewed by the Airspace Subcommittee.</p> <p>NOTE: 1) the following folders from this accession have been offered to NARS for permanent retention through Job NC3-237-78-2: * Box 1--four folders entitled "Airspace Subcommittee" or "Airspace Panel"; Box 3--one folder entitled "Airspace Policy Review"; Box 4--one folder entitled "Balloons." The remainder of the material in the four boxes that make up this accession has no archival value. 2) The "specific cases" mentioned above are discussed at length in Minutes of the Subcommittee's meetings, WNRC Accession 237-63-B-0327, for which NARS has requested a formal offer from FAA. Because these minutes will be retained permanently, there is no need also to retain the miscellaneous correspondence that relates to the specific cases.</p> <p align="center">ALL BOXES Destroy immediately.</p> <p><i>* and have been removed from the boxes</i></p>		1 item

**Closed Out: 12-22-80: RTJ.**

*to agency, NWE WNRC - 12/22/80  
(RTJ) (RTJ)*