

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0237-2024-0009

Status: APPROVED  
Date Approved: 07/10/2024

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## General Information

Agency or Establishment	Federal Aviation Administration
Record/Scheduling Group	0237 - Records of the Federal Aviation Administration
Records Schedule Applies To	Agency-wide
Schedule Subject	FAA Safety Team Website (FSTW)
Additional Schedule Information	The FAA Safety Team Website (FSTW) functions as an online platform offering training initiatives encompassing safety courses, flight instruction, seminars, and awards for individuals within the aviation sector, such as pilots, remote pilots, and mechanics. This training forms an integral component of both the voluntary FAA WINGS Pilot Proficiency and FAA Aviation Maintenance Technician (AMT) Awards Programs. Industry volunteers, including Training Providers, FAAS Team Representatives, Lead Representatives, Certified Flight Instructors (CFIs), and FAA personnel, actively contribute to delivering this training.
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	No - the records covered by this schedule do not implicate Tribal interests

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## Item Count

Total number of disposition items: 1

Number of Temporary disposition items: 1

Number of Permanent disposition items: 0

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0237-2024-0009

<b>Item #</b>	<b>Title</b>	<b>Disposition</b>
0001	Safety training records	Temporary

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Records Schedule Items

DAA-0237-2024-0009-0001		STATUS: Active
<b>ITEM GENERAL INFORMATION</b>		
Item Title	Safety training records	
Item Description	Records include application, course activity, course completion, and attendance records.	
Is this item media neutral?	No	
Media limitation	Digital only	
Is this item a Big Bucket?	No	
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
<b>DISPOSITION INSTRUCTION</b>		
Final Disposition	Temporary	
Cutoff Instructions	Other: cutoff when user account becomes inactive.	
Retention Period	Destroy 6 year(s) after cutoff	
<b>ADDITIONAL INFORMATION</b>		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

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### Signatory Information

Action	User	Date
Accept	Joseph Bengel	03/08/2024
Approve	Colleen Shogan	07/10/2024