REQUEST FOR RECORD DISPOSITION AUTHORITY
(See instructions on reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)
Department of the Navy

2. MAJOR SUBDIVISION
Chief of Naval Operations

3. MINOR SUBDIVISION
Records Management Branch, CNO (Op-09B15)

4. NAME OF PERSON WITH WHOM TO CONFER
Mrs. M. B. Daymude

5. TEL. EXT.
695-1925

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 ______ 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
November 16, 1981

D. SIGNATURE OF AGENCY REPRESENTATIVE
[Signature]

E. TITLE
Director, Naval Records and Information Branch

8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

CHAPTER 3
OPERATIONS & READYNESS RECORDS

SSIC 3000-3999

The records described in this chapter relate to all phases of naval operations—sea, land, or air— including those pertaining to naval strategies; audiovisual operations; hydrography, oceanography, astronomy and space; port operations; cryptology; warfare techniques; training and readiness; flight/air space; naval intelligence; and research, development, test and evaluation. The records are accumulated by activities ashore and afloat applying, procedures and policies established by higher organizational elements, by command activities exercising management and operational control, and by departmental (headquarters) offices responsible for managing, planning, developing and prescribing operational policies and procedures for joint operations, mobilization and fleet operations.

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4