

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0592-2022-0001

Status: APPROVED
Date Approved: 02/09/2024

General Information

Agency or Establishment	Marine Mammal Commission
Record/Scheduling Group	0592 - Records of the Marine Mammal Commission
Records Schedule Applies To	Agency-wide
Schedule Subject	Marine Mammal Commission
Additional Schedule Information	<p>The Marine Mammal Commission is an independent government agency charged by the Marine Mammal Protection Act (MMPA) to further the conservation of marine mammals and their environment. We work to ensure that marine mammal populations are restored and maintained as significant functioning elements of healthy marine ecosystems in the world's oceans. We provide science-based oversight of domestic and international policies and actions of federal agencies with management responsibilities for marine mammals or whose activities impact marine mammals and their ecosystems. Our role is unique – we are the only U.S. government agency that provides comprehensive oversight of all science, policy, and management actions affecting marine mammals.</p> <p>This media neutral schedule applies to all files and records in any medium (paper, electronic, digital, etc.) unless otherwise specified.</p>
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: 22

Number of Temporary disposition items: 4

Number of Permanent disposition items: 18

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-0592-2022-0001

Item #	Title	Disposition
0001	I. COMMISSION MANAGEMENT AND ADMINISTRATION : Commission Management and Administration	Permanent
0002	I. COMMISSION MANAGEMENT AND ADMINISTRATION : Annual Meeting Files	Permanent
0003	I. COMMISSION MANAGEMENT AND ADMINISTRATION : Commission-Sponsored Reports and Workshops	Permanent
0004	I. COMMISSION MANAGEMENT AND ADMINISTRATION : Non-Commission Sponsored Report Files	Temporary
0005	II. COMMISSION SCIENTIFIC PROGRAM : Scientific Research Studies Files	Permanent
0006	II. COMMISSION SCIENTIFIC PROGRAM : Survey of Federally-Funded Research	Permanent
0007	II. COMMISSION SCIENTIFIC PROGRAM : Special Scientific Projects and Reviews	Permanent
0008	III. MARINE MAMMAL PROTECTION ACT AND OTHER LEGISLATION : Marine Mammal Protection Act (MMPA)	Permanent
0009	III. MARINE MAMMAL PROTECTION ACT AND OTHER LEGISLATION : Other Acts and Legislation	Permanent
0010	III. MARINE MAMMAL PROTECTION ACT AND OTHER LEGISLATION : Congressional Affairs	Permanent
0011	IV. OTHER AGENCY LIAISON : Records of Other Federal Agencies	Temporary
0012	V. PERMITS : Permit Files	Temporary
0013	VI. WAIVERS : Waiver Files	Permanent
0014	VII. ALASKA NATIVE AND TREATY TRIBES : Alaska Native and Treaty Tribes	Permanent
0015	VIII. NON-FISHERIES INCIDENTAL TAKE : Incidental Take (Non-Fisheries)	Permanent
0016	IX. MARINE MAMMALS OF THE WORLD : Marine Mammal Files	Permanent
0017	X. FISHERIES, INCLUDING INCIDENTAL TAKE : Fisheries Subject Files	Permanent
0018	XI. ENERGY : Energy Program Files	Permanent
0019	XII. INTERNATIONAL : International Program Files	Permanent

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0020	XIII. AREA-SPECIFIC MANAGEMENT : Area-Specific Management	Permanent
0021	XIV. THREATS & POLICIES : Policy Subject Files	Permanent
0022	XV. LITIGATION : Litigation Files	Temporary

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Records Schedule Items

Group Title	I. COMMISSION MANAGEMENT AND ADMINISTRATION
Group Description	Records relating to the Commission’s overall operations, organization, functions, and procedures, including but not limited to, reports required by Congress and OMB, correspondence, appointment calendars, records of the Committee of Scientific Advisors, annual meetings, and reports of other meetings and workshops.
DAA-0592-2022-0001-0001	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Commission Management and Administration
Item Description	<p>Required reports and data calls prepared and submitted by the Commission to other Federal agencies, Congress and the White House, including agency Strategic Plans, and Performance and Accountability Reports (PAR) required by the Office of Management and Budget Circular A-136 which provide information that enables the President, Congress and public to assess effectiveness of the Commission's mission, performance, and stewardship of resources. Also included are MMC Annual Reports to Congress, executive correspondence, recommendations letters, organizational and functional documentation (organization charts and office specific mission statements) and records detailing the Commission's activities and accomplishments for each calendar year.</p> <ul style="list-style-type: none"> • Strategic Plans • MMC Annual Reports and other subsequent reports (2014 forward) • Performance Accountability (PAR) • Organizational Authorities and Functional Files • Chronological Correspondence and Recommendations <p>a. Final Reports, authorities, correspondence and recommendations.</p>

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Note: MMC Annual reports prior to 2014 documented the Commission's activities and accomplishments for each calendar year, including all the findings and recommendations made by the Commission, together with the responses to those recommendations. Much of this information is now provided on the Commission's website and preparation of comprehensive annual reports was terminated in 2014. The Commission now develops a 1-page report handout instead that summarizes the same information present in the Performance and Accountability Report (PAR). The disposition requirements only apply to reports prior to 2014.

Is this item media neutral? Yes

Is this item a Big Bucket? No

SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS

Does this item supersede existing disposition authorities? Yes

Superseded Items

Superseded Item	Item Superseded in Part?	Explanation
N1-592-12-01/ 1	No	
N1-592-12-01/ 2	No	
N1-592-12-01/ 4	No	
N1-592-12-01/ 6/a	No	

Is this item a deviation from the GRS? No

DISPOSITION INSTRUCTION

Final Disposition Permanent

Cutoff Instructions Other: Cut off at the end of the CY in which the report is published or final action is taken.

Are there multiple instructions for this item? No

Transfer Instruction Transfer to the National Archives 15 year(s) after cutoff.

ADDITIONAL INFORMATION

Current Records Format Paper-based textual records:61 cubic feet ; Textual data:91 MB

End year of records covered by this authority Still being created

Date span of the initial transfer From: --/--/1999 To: --/--/2009

Frequency of transfer 1

Are any of the records covered by this item subject to a FOIA exemption? No

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DAA-0592-2022-0001-0002		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Annual Meeting Files	
Item Description	Records cover the development and implementation of Commission meetings under the Government in the Sunshine Act and/or the Committee of Scientific Advisors under the Federal Advisory Committee Act. Commission staff, the Committee of Scientific Advisors, and the Commissioners meet annually or at other times to discuss administrative issues, obtain information from other agencies on important marine mammal conservation issues, review progress in addressing them, and consider directions for future efforts and programs. Records include background materials, agendas, briefing books and recordings, transcripts, or minutes of the proceedings.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-592-12-01/ 9/a	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cut off at the end of the CY in which the meeting was completed.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.	
ADDITIONAL INFORMATION		
Current Records Format	Paper-based textual records:18 cubic feet ; Textual data:27 MB	
End year of records covered by this authority	Still being created	
Date span of the initial transfer	From: --/--/1999 To: --/--/2009	
Frequency of transfer	1	
Are any of the records covered by this item subject to a FOIA exemption?	No	

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DAA-0592-2022-0001-0003		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Commission-Sponsored Reports and Workshops	
Item Description	<p>Records include various files created in conjunction with the creation of Commission sponsored reports or symposia (EXCLUDING the annual report and reports created through the Scientific Program grants). Periodically, the Commission organizes and supports, in whole or part, workshops, meetings and symposia to investigate issues or phenomena of particular importance to marine mammal conversation. Commission staff often organize or work with others to develop an agenda and assist with preparing background materials and/or address specific issues.</p> <p style="margin-left: 40px;">a. Final documents include:</p> <ul style="list-style-type: none"> • Agendas • Final workshop materials, • Written Reports • Transcripts, minutes, summaries • Other Workshops and Meeting Files 	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-592-12-01/ 10/a	No	
N1-592-12-01/ 7/a	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cut off at the end of the CY in which report is published.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.	
ADDITIONAL INFORMATION		
Current Records Format	Paper-based textual records:23 cubic feet ; Textual data:34 MB	

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End year of records covered by this authority	Still being created
Date span of the initial transfer	From: ---/1987 To: ---/2009
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

DAA-0592-2022-0001-0004

STATUS: Active

ITEM GENERAL INFORMATION

Item Title	Non-Commission Sponsored Report Files
Item Description	Records associated with non-Commission sponsored reports and reports that the Commission contributed to for other Federal agencies such as NOAA and the Department of the Interior.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No

SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS

Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded in Part? Explanation
N1-592-12-1/8	No
Is this item a deviation from the GRS?	No

DISPOSITION INSTRUCTION

Final Disposition	Temporary
Cutoff Instructions	Other: Cut off at the end of the CY.
Retention Period	Destroy 10 year(s) after cutoff.

ADDITIONAL INFORMATION

Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

Group Title	II. COMMISSION SCIENTIFIC PROGRAM
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Group Description	The Scientific Program supports development and use of the best available science under the Marine Mammal Protection Act (MMPA). Records include a). project files for research studies funded by the Commission (including funded proposals, project agreements or statements of work, funding documentation, progress reports, and reviews or comments on draft and final reports), b). records of the Survey of Federally Funded Marine Mammal Research and Data Collection System (includes documentation of the Commission’s methodology for conducting surveys, survey responses, and reports of results, c). records relating to scientific projects undertaken by the Commission independently or in collaboration with other agencies or stakeholders (includes files relating to the development and implementation of the marine mammal health monitoring and analysis platform), and d). records relating to reviews of other agency or scientific programs undertaken by the Commission.
DAA-0592-2022-0001-0005	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Scientific Research Studies Files
Item Description	Records cover the administrative process for scientific research projects funded by the Commission, including research proposals, reviews, correspondence, and final reports. Funding documentation and internal drafts will be covered by GRS 1.1 and GRS 5.2. a. Final reports, statements of work, and project summaries.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Other: Cut off at end of CY in which the project is closed.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.
ADDITIONAL INFORMATION	
Current Records Format	Paper-based textual records:157 cubic feet ; Textual data:235 MB

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End year of records covered by this authority	Still being created
Date span of the initial transfer	From: ---/1976 To: ---/2009
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No
DAA-0592-2022-0001-0006 STATUS: Active	
ITEM GENERAL INFORMATION	
Item Title	Survey of Federally-Funded Research
Item Description	Records cover the Commission surveys, in response to our duties under Section 202(a)(3) of the Marine Mammal Protection Act, of other federal agency's fiscal investments in marine mammal-related research. Files include the electronic data collection system including survey responses. a. Final results reporting and survey response data reports.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Other: Cut off at the end of the CY in which the survey results are published.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.
ADDITIONAL INFORMATION	
Current Records Format	Paper-based textual records:12 cubic feet ; Textual data:18 MB
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: ---/1998 To: ---/2009
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No
DAA-0592-2022-0001-0007 STATUS: Active	

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ITEM GENERAL INFORMATION	
Item Title	Special Scientific Projects and Reviews
Item Description	Includes records relating to the development and implementation of special projects undertaken by the Commission, e.g., the marine mammal health monitoring and analysis platform. a. Final project reports, products or program reviews.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Other: Cut off at the end of the CY in which the project was completed.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.
ADDITIONAL INFORMATION	
Current Records Format	Paper-based textual records:85 cubic feet ; Textual data:120 MB
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: 01/01/2014 To: 12/31/2014
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

Group Title	III. MARINE MAMMAL PROTECTION ACT AND OTHER LEGISLATION
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Group Description	<p>Marine Mammal Protection Act text, amendments, reauthorization, and hearings materials, and related correspondence. Most other acts listed alphabetically. Also included are Legal Research files and Executive Orders.</p> <p>NOTE: Acts not listed here are Antarctic Conservation Act (ACA) as it relates to permits (see Permits); general ACA issues are listed here, Magnuson-Stevens Fishery Conservation and Management Act (MFCMA) (see Fisheries, Including Incidental Take).</p>		
DAA-0592-2022-0001-0008	STATUS: Active		
ITEM GENERAL INFORMATION			
Item Title	Marine Mammal Protection Act (MMPA)		
Item Description	<p>Records pertain to the MMPA, the legislation most relevant to the Commission's work. Documents include Marine Mammal Protection Act text, amendments, legislative history and reviews with OMB, interpretations, hearing materials, reauthorization and related correspondence as well as bills and appropriations.</p> <p>a. Commission-produced records, such as testimony, proposed amendments, text, response to Congressional requests, and related correspondence.</p>		
Is this item media neutral?	Yes		
Is this item a Big Bucket?	No		
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS			
Does this item supersede existing disposition authorities?	Yes		
	Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation	
N1-592-12-01/ 15/a	No		
Is this item a deviation from the GRS?	No		
DISPOSITION INSTRUCTION			
Final Disposition	Permanent		
Cutoff Instructions	Other: Cut off at the end of the CY.		
Are there multiple instructions for this item?	No		
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.		
ADDITIONAL INFORMATION			
Current Records Format	Paper-based textual records:8 cubic feet ; Textual data:12 MB		

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End year of records covered by this authority	Still being created
Date span of the initial transfer	From: --/--/1991 To: --/--/2009
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No
DAA-0592-2022-0001-0009 STATUS: Active	
ITEM GENERAL INFORMATION	
Item Title	Other Acts and Legislation
Item Description	Records pertain to statutes other than the MMPA that are integral to the Commission's work (e.g., the Endangered Species Act, Fur Seal Act, Whaling Convention Act, National Environmental Policy Act, etc.) (EXCLUDING FOIA records). Documents include amendments, legislative history, legal research and opinions, OMB reviews, legislative hearings materials, implementing regulations, and related correspondence. a. Commission-produced records, such as testimony, proposed amendments, text, response to Congressional requests, and comments on implementing regulations, interpretations and related correspondence.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Item	Superseded Items Item Superseded Explanation in Part?
N1-592-12-01/ 18	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Other: Cut off at the end of the CY.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.
ADDITIONAL INFORMATION	
Current Records Format	Paper-based textual records:2 cubic feet ; Textual data:3 MB

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End year of records covered by this authority	Still being created
Date span of the initial transfer	From: ---/1976 To: ---/2009
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No
DAA-0592-2022-0001-0010	
STATUS: Active	
ITEM GENERAL INFORMATION	
Item Title	Congressional Affairs
Item Description	<p>Congressional Correspondence are records relating to the Commission communications with Congress related to legislation, policymaking, and records documenting the Commission's responses to Congress. Records include but are not limited to:</p> <ul style="list-style-type: none"> • Appropriations • Bills • Briefings • Congressional Request Responses • Hearing and Final Testimony • Letters of Support • Executive Orders (MMC Response) <p>a. Final correspondence.</p>
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded Explanation in Part?
N1-592-12-01/ 5/a	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Other: Cut off at the end of the CY.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.

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ADDITIONAL INFORMATION	
Current Records Format	Paper-based textual records:3 cubic feet ; Textual data:15 MB
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: --/--/2003 To: --/--/2009
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

Group Title	IV. OTHER AGENCY LIAISON
Group Description	General correspondence between the Commission and Federal and state agencies, non-government organizations, etc., not covered elsewhere under specific topic areas, (e.g., organizational structures, policies, and procedures).

DAA-0592-2022-0001-0011 STATUS: Active

ITEM GENERAL INFORMATION	
Item Title	Records of Other Federal Agencies
Item Description	Records cover general correspondence and interagency working group activities with other agencies and sub-agencies which the Commission interacts. Agencies include but are not limited to: <ul style="list-style-type: none"> • Arctic Research Commission (ARC), • Council on Environmental Quality (CEQ), • Departments of Commerce, • Department of Interior, • Department of State, • BOEM, • NOAA, • National Park Service (NPS), • US Geological Survey (USGS), • US Coast Guard (USCG), • US Navy (USN) • State Agencies • Non-Governmental Organization
Is this item media neutral?	Yes
Is this item a Big Bucket?	No

SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Items	

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Superseded Item	Item Superseded in Part?	Explanation
N1-592-12-1/12	No	
N1-592-12-1/13	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cut off at the end of the CY.	
Retention Period	Destroy 5 year(s) after cutoff.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

Group Title	V. PERMITS
Group Description	Records associated with marine mammal taking authorizations under section 104 of the MMPA, including scientific research, public display, photography, and enhancement permits, related permits under the Endangered Species Act and the Antarctic Conservation Act, and issues pertaining to the care and maintenance of marine mammals under the Animal Welfare Act. Includes applications, Commission responses and comments, background and supplemental documents, agency responses, final permits and amendments and regulations.
DAA-0592-2022-0001-0012	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Permit Files

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Item Description	Records include scientific research, public display, photography, and enhancement permits, Antarctic Conservation Act permits, Animal Welfare Act actions, and other authorizations and their associated records. Including applications, Commission responses to and comments on applications, background and supplemental documents, proposed regulations, agency responses, and final permits, permit modifications, and regulations. Correspondence with other agencies and subject topics include but are not limited to:	
	<ul style="list-style-type: none"> • Antarctic Conservation Permits • Captive Marine Mammal Inventory • Department of Commerce (DOC): permits, implementing regulations, policies, letters of confirmation under the General Authorization • Department of Interior (DOI): permits, implementing regulations, policies • Maintenance of Marine Mammals under Section 109(h) • Marine Mammals in Captivity (Animal and Plant Health Inspection Service Care and Maintenance under Animal Welfare Act) • Memorandum of Agreement NMFS/FWS/APHIS 	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-592-12-01/ 26	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cut off at the end of the CY in which the permit or authorization expires.	
Retention Period	Destroy 10 year(s) after cutoff.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	

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GAO Approval Required	No
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Group Title	VI. WAIVERS
Group Description	Records related to waivers and other formal rulemaking proceedings under the MMPA, including limits on taking marine mammals by Alaska Natives (§ 101(b)), return of management authority to States (§ 109(b)-(g)), taking by commercial fisheries under § 101(a)(2), and authorizations issued in accordance with § 101(a)(3)(A).

DAA-0592-2022-0001-0013	STATUS: Active
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ITEM GENERAL INFORMATION

Item Title	Waiver Files
Item Description	<p>Records include documents related to waivers and authorizations for the taking of marine mammals incidental to Alaskan Native culture or commercial fishing where the MMC is a rulemaking party.</p> <p>Records include documents related to waivers and other formal rulemakings conducted under Section 103 of the Marine Mammal Protection Act, including limitations on the taking of marine mammals by Alaska Natives, return of management authority to States, and taking incidental to commercial fishing, where the MMC is a rulemaking party/participant.</p> <p>Records include but are not limited to:</p> <ul style="list-style-type: none"> • Formal Rulemaking Regulations and Procedures • Regulation of Native Take • Return of Management

Is this item media neutral?	Yes
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Is this item a Big Bucket?	No
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SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS

Does this item supersede existing disposition authorities?	Yes
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	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation

N1-592-12-01/ 17	No	
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Is this item a deviation from the GRS?	No
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DISPOSITION INSTRUCTION

Final Disposition	Permanent
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Cutoff Instructions	Other: Cut off at the end of the CY in which the final agency decision is made or issued.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.
ADDITIONAL INFORMATION	
Current Records Format	Paper-based textual records:11 cubic feet ; Textual data:17 MB
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: --/--/1976 To: --/--/2009
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

Group Title	VII. ALASKA NATIVE AND TREATY TRIBES
Group Description	Records, other than formal rulemakings, pertaining to the Alaska Native exemption under the MMPA, cooperative agreements under Section 119, Indian treaty rights, tribal consultation procedures and action plans, and other documents related to Native American issues.

DAA-0592-2022-0001-0014 **STATUS: Active**

ITEM GENERAL INFORMATION

Item Title	Alaska Native and Treaty Tribes
Item Description	Records related to section 101(b) and 119 of the MMPA, including native exemption policies and regulations, co-management agreements, harvest management plans, Indian treaty rights, government-to-government consultations with Treaty Tribes and Alaska Native Tribes regarding marine mammals, and other documents related to Native American, co-management, and tribal consultation issues. Documentation and reports include but are not limited to: <ul style="list-style-type: none"> • Co-Management Under Sect 119 Agreements • Indian Treaty Rights • Native Exemption Under Sect. 101(b) • Tribal Consultation Procedures <p>a. Final correspondence, reports, agreements, plans, policies and regulations.</p>
Is this item media neutral?	Yes
Is this item a Big Bucket?	No

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0592-2022-0001

Status: APPROVED
Date Approved: 02/09/2024

SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Items	
Superseded Item	Item Superseded in Part? Explanation
N1-592-12-01/ 16	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Other: Cut off at the end of the CY.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.
ADDITIONAL INFORMATION	
Current Records Format	Paper-based textual records:10 cubic feet ; Textual data:30 MB
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: --/--/1990 To: --/--/2009
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

Group Title	VIII. NON-FISHERIES INCIDENTAL TAKE
Group Description	Records associated with non-fisheries-related incidental taking of marine mammals under § 101(a)(5) of the MMPA, including incidental harassment authorizations, rulemakings and letters of authorization, documentation related to the National Environmental Policy Act, implementing regulations, and general policies and guidance, including those related to criteria and thresholds.
DAA-0592-2022-0001-0015	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Incidental Take (Non-Fisheries)

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0592-2022-0001

Status: APPROVED
Date Approved: 02/09/2024

Item Description	[Section 101(a)(5)(A) (Incidental Take Regulations and Letters of Authorization) and (D) (Incidental Harassment Authorizations (IHA)) files	
	<p>Contents: Records document the Commission's work pertaining to incidental take authorizations other than those for commercial fisheries. Documentation includes but are not limited to:</p> <ul style="list-style-type: none"> • Incidental Take under Sec. 101(a)(5)(A) • Incidental Take under Sec. 101(a)(5)(D) • NEPA Documentation Related to Incidental Take Authorizations • Incidental Take -- General Policies and Other Matters Related to Authorizations, Including Agency-specific Criteria and Thresholds 	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-592-12-01/ 27	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cut off at the end of the CY in which the authorization or regulation was effective or finalized.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.	
ADDITIONAL INFORMATION		
Current Records Format	Paper-based textual records:45 cubic feet ; Textual data:67 MB	
End year of records covered by this authority	Still being created	
Date span of the initial transfer	From: --/--/1990 To: --/--/2009	
Frequency of transfer	1	
Are any of the records covered by this item subject to a FOIA exemption?	No	

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REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0592-2022-0001

Status: APPROVED
Date Approved: 02/09/2024

Group Title	IX. MARINE MAMMALS OF THE WORLD	
Group Description	Records relating to the status and conservation of marine mammal species and stocks, including research, policy, and management. Records include those relevant to Stock Assessment Reports (SARs), stock assessment guidelines, geographic Scientific Review Groups, and files on specific marine mammal species and stocks.	
DAA-0592-2022-0001-0016	STATUS: Active	
ITEM GENERAL INFORMATION		
Item Title	Marine Mammal Files	
Item Description	<p>Records cover Commission correspondence and research regarding stock status, recommendations on and responses to Stock Assessment Reports and associated documents covering species-specific materials, public inquiries and comments, species-specific recovery plans and teams, program reviews, projects, and conflicts. Documents include but are not limited to:</p> <ul style="list-style-type: none"> • Stock Assessment Reports (SARs) • Scientific Review Group meetings • Marine Mammal Stock Assessment Guidelines • Species Program Files <p>a. Final Commission-produced recommendations, publications, letters, and/or conclusions.</p>	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-592-12-01/ 23/a	No	
N1-592-12-01/ 28/a	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cut off at the end of the CY in which the project is completed.	

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Status: APPROVED
Date Approved: 02/09/2024

Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.
ADDITIONAL INFORMATION	
Current Records Format	Paper-based textual records:103 cubic feet ; Textual data:154 MB
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: --/--/1997 To: --/--/2009
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

Group Title	X. FISHERIES, INCLUDING INCIDENTAL TAKE
Group Description	Records relating to fisheries management and impacts on marine mammals, including bycatch, incidental take authorizations, take reduction programs, imports of fish and fish products, the tuna-dolphin issue, and pinniped removal programs.

DAA-0592-2022-0001-0017 **STATUS: Active**

ITEM GENERAL INFORMATION	
Item Title	Fisheries Subject Files
Item Description	<p>Records pertain to the Commission's work concerning fisheries and their interactions with marine mammals. Includes general information on marine mammal-fishery interactions, specific fishery management councils and management plans, lists of fisheries under MMPA section 118(c) and other fishery-related issues. Subject topics include but are not limited to:</p> <ul style="list-style-type: none"> • Magnuson-Stevens Fishery • Other Acts • Imports of Fish and Fish Products • Incidental Take of Endangered/Threatened Species • Fisheries Interactions • MMPA Fisheries Incidental Take Program • Tuna-Dolphin • Aquaculture • Pinniped Removal Authority <p>a. Final Commission-produced recommendations, publications, letters, and/or conclusions or other materials and related key documents.</p>
Is this item media neutral?	Yes

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0592-2022-0001

Status: APPROVED
Date Approved: 02/09/2024

Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
Superseded Items	
Superseded Item	Item Superseded in Part? Explanation
N1-592-12-01/ 24/a	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Other: Cut off at the end of the CY.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.
ADDITIONAL INFORMATION	
Current Records Format	Paper-based textual records:8 cubic feet ; Textual data:12 MB
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: --/--/1990 To: --/--/2009
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

Group Title	XI. ENERGY
Group Description	Records relating to laws and policies pertaining to the development of offshore oil and gas and renewable energy resources, including national, regional, and site-specific leasing, exploration, construction, operations, and decommissioning plans; oil spill regulations, research, and response to oil spill events; minerals development; and energy-related environmental studies and plans.
DAA-0592-2022-0001-0018	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Energy Program Files

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0592-2022-0001

Status: APPROVED
Date Approved: 02/09/2024

Item Description	Records pertain to Commission actions regarding energy issues (including oil and gas and renewable energy), and include energy-related correspondence and technical documents, workshop reports, research plans, data collection and management guidelines, industry best practices, contracted reports and other materials. Subject topics include but are not limited to:	
	<ul style="list-style-type: none"> • Offshore Energy Policy • Oil and Gas Development • Oil Spills • Renewable Energy Development • Minerals Development • MMS/BOESM Environmental Studies Program • Protected Species Observers 	
	a. Final Commission-produced recommendations, publications, letters, and/or conclusions and related key documents, background documents, and final agency actions/policies	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-592-12-01/ 22/a	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cut off at the end of the CY.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.	
ADDITIONAL INFORMATION		
Current Records Format	Paper-based textual records:10 cubic feet ; Textual data:150 MB	
End year of records covered by this authority	Still being created	
Date span of the initial transfer	From: --/--/1990 To: --/--/2009	
Frequency of transfer	1	

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Records Schedule Number: DAA-0592-2022-0001

Status: APPROVED
Date Approved: 02/09/2024

Are any of the records covered by this item subject to a FOIA exemption?	No
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Group Title	XII. INTERNATIONAL
Group Description	Governmental and non-Governmental agencies and liaison correspondence relating to international conventions, treaties, Commissions, councils, committees, and agreements. MMC Compendium. Two large sub-sections included here are Antarctic-related issues (with extensive sub-files), and International Whaling Commission (IWC), incl. IWC Annual Meeting files, Pelly Amendment & US protests of foreign whaling practices. International laws and agreements, international organizations, including the International Whaling Commission (IWC) and IUCN, and Governmental relations with other countries.

DAA-0592-2022-0001-0019	STATUS: Active
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ITEM GENERAL INFORMATION

Item Title	International Program Files
Item Description	Records pertain to legislation relevant to the Commission's work in areas outside of the jurisdiction of the United States (EXCLUDING FOIA records). Subject topics include but are not limited to: <ul style="list-style-type: none"> • Organizations • Laws and Agreements <p style="margin-left: 20px;">a. Final Commission-produced recommendations, letters, publications and/or conclusions and related key documents.</p>
Is this item media neutral?	Yes
Is this item a Big Bucket?	No

SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS

Does this item supersede existing disposition authorities?	Yes
Superseded Item	Superseded Items Item Superseded Explanation in Part?
N1-592-12-01/ 19/a	No
Is this item a deviation from the GRS?	No

DISPOSITION INSTRUCTION

Final Disposition	Permanent
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National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0592-2022-0001

Status: APPROVED
Date Approved: 02/09/2024

Cutoff Instructions	Other: Cut off at the end of the CY.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.
ADDITIONAL INFORMATION	
Current Records Format	Paper-based textual records:6 cubic feet ; Textual data:9 MB
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: --/--/1990 To: --/--/2009
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

Group Title	XIII. AREA-SPECIFIC MANAGEMENT
Group Description	Records pertaining to specific geographic areas such as marine protected areas, including national marine sanctuaries, national parks, seashores, monuments and refuges , associated rules, regulations and agreements, and related public inquiries.

DAA-0592-2022-0001-0020 STATUS: Active

ITEM GENERAL INFORMATION	
Item Title	Area-Specific Management
Item Description	Records cover designated protected areas, including national marine sanctuaries, parks, seashores, monuments and refuges by geographic location, governing rules and regulations, and related public inquiries. Subject topics include but are not limited to: <ul style="list-style-type: none"> • Federally Protected Areas • Other Areas • Areas Outside of U.S. Jurisdiction <p style="margin-left: 40px;">a. Final Commission-produced recommendations, publications, letters, and/or conclusions and related key documents.</p>
Is this item media neutral?	Yes
Is this item a Big Bucket?	No

SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	Yes
	Superseded Items
Superseded Item	Item Superseded Explanation in Part?
N1-592-12-01/ 21/a	No

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REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0592-2022-0001

Status: APPROVED
Date Approved: 02/09/2024

Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	Other: Cut off at the end of the CY.
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.
ADDITIONAL INFORMATION	
Current Records Format	Paper-based textual records:7 cubic feet ; Textual data:105 MB
End year of records covered by this authority	Still being created
Date span of the initial transfer	From: --/--/1990 To: --/--/2009
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

Group Title	XIV. THREATS & POLICIES
Group Description	Records pertaining to specific threats to marine mammals and related conservation policies, such as files on climate change, marine mammal health risks, marine debris, National Ocean Policy, recovering populations, sound-related matters like acoustic disturbance, strandings and die-offs, tourism, whale-watching, and vessel strikes.
DAA-0592-2022-0001-0021	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Policy Subject Files

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0592-2022-0001

Status: APPROVED
Date Approved: 02/09/2024

Item Description	<p>Records cover subject files which are important to the Commission's work, such as files on climate change, marine mammal health issues, marine debris, National Ocean Policy, recovering populations, sound-related matters like acoustic disturbance, strandings and die-offs, tourism, whale-watching, and vessel strikes. Subject topics include but are not limited to: Ecosystem Perturbations and Climate Change</p> <ul style="list-style-type: none"> • Health Issues • Marine Debris • Ocean Policy • Recovering Populations • Sound-Related Matters • Stranding, Die-offs • Tourism, Whale-Watching • Vessel Strikes <p>a. Final Commission-produced recommendations, publications, letters, and/or conclusions or other materials and related key documents, background documents, and final agency actions/policies.</p>	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
Superseded Items		
Superseded Item	Item Superseded in Part?	Explanation
N1-592-12-01/ 20/a	No	
N1-592-12-01/ 25/a	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Permanent	
Cutoff Instructions	Other: Cut off at the end of the CY.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Transfer to the National Archives 15 year(s) after cutoff.	
ADDITIONAL INFORMATION		
Current Records Format	Paper-based textual records:29 cubic feet ; Textual data:43 MB	

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Records Schedule Number: DAA-0592-2022-0001

Status: APPROVED
Date Approved: 02/09/2024

End year of records covered by this authority	Still being created
Date span of the initial transfer	From: ---/1976 To: ---/2009
Frequency of transfer	1
Are any of the records covered by this item subject to a FOIA exemption?	No

Group Title	XV. LITIGATION	
Group Description	Case histories and other records (e.g., briefs and decisions) pertaining to litigation arising under the MMPA and related statutes.	
DAA-0592-2022-0001-0022	STATUS: Active	
ITEM GENERAL INFORMATION		
Item Title	Litigation Files	
Item Description	Records cover litigation updates and specific case histories pertaining to marine mammal conservation. Files are utilized as references for Commission responses, correspondence, recommendations and other Commission needs. <ul style="list-style-type: none"> • Litigation Updates • Case Histories 	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-592-12-1/14	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cut off at the end of the CY.	
Retention Period	Destroy 5 year(s) after cutoff.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0592-2022-0001

Status: APPROVED
Date Approved: 02/09/2024

Signatory Information

Action	User	Date
Accept	Data Migration	01/12/2022
Approve	Colleen Shogan	02/09/2024