

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>N1-23-99-1</i>	
To NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED <i>3-3-99</i>	
1 FROM (Agency or establishment) National Oceanic and Atmospheric Administration		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION Coast and Geodetic Survey			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Anne J Baker	5 TELEPHONE (301) 713-3540	DATE <i>6-2-99</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</i>
6 AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached <i>20</i> 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, under the provisions of Title 8 of the GAO manual for Guidance of Federal Agencies,			
<input checked="" type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE <i>7/23/98</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>A J Baker</i>	TITLE <i>NOAA Records Officer</i>	
7 Item No	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	SEE ATTACHED PAGES This schedule covers unscheduled records of the NOAA/ Coast and Geodetic Survey stored at the Washington National Record Center, previously listed in Job No. N1-23-96-1P and which are discussed in the NN-W RG 23 report which accompanies that schedule Items listed in this schedule were withdrawn from Job No. N1-23-96-1.		

NN-W Project: RG 23
Records of the
U.S. Coast and Geodetic Survey
in WNRC
Revised: 3/1/99

This schedule covers records stored at WRNC identified in the NNW-S project dated 9/25/95, and originally proposed for disposition in Job No. N1-23-96-1P, submitted to NOAA for concurrence on 9/28/95. This schedule provides disposition authority for which NOAA concurrence was received on 7/16/97 per the attached list. This schedule does not provide continuing disposition authority for records that are listed in the NOAA records disposition handbook, or for other unscheduled records that are currently created and maintained in NOAA offices or organizational units.

Geodesy Division

1. Descriptions of Triangulation Stations (GA), 1817-1963. 122 cubic feet.

Arranged by area(quad), thereunder by accession number and volume.

A copy of each triangulation station description card. These stations are monuments or other identifiable points for which latitude, longitude and plane coordinates have been determined.

These records describe the stations (in particular their physical condition) and give directions for reaching and identifying them.

Beginning dates generally refer to when a station was founded. Thus, when necessary, the date span has been altered to coincide with the actual inclusive dates of the records. (For instance, stated time span of first accession of 1878-1963 was altered to 1942-1963.)

Formerly Item 2 in Job No. N1-23-96-1.

All records listed in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-56A0355	65	All
023-64A1761	21	All

023-67A4338	0004	All
023-67A3572	0010	All
023-67A3809	22	All

Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

2. Bench Mark Descriptions (HA), 1939-1963. 29 cubic feet.

Arranged by Cutter numbers and thereunder by C&GS Archives accession number.

Copies of original bench mark description cards held by the agency. These are monuments or other identifiable points for which elevations have been determined. The United States, its possessions and some foreign countries are included.

Formerly Item 8 in Job No. N1-23-96-1.

Disposition: PERMANENT. Transfer records in the following WNRC accessions to the National Archives immediately upon approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
023-64A1570	29	All

3. Strong Motion Records/Integration Results, 1932-1949. 6 cubic feet.

Arranged in alphabetical order by location.

These seismograms are used to measure ground vibrations and then to analyze destructive earthquake motions by studying their frequency and power spectra. The knowledge gained is then applied to engineering and construction projects in earthquake areas.

Formerly Item 13 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-56A0482	0006	50-55

Disposition: Destroy immediately on approval of this schedule.

4. Earthquake Report Abstracts, 1946-1956. 1 cubic feet.

Arranged by location code and thereunder chronologically, generally by month within a given year.

Summaries of earthquake reports for the Pacific Coast and Western Mountain Region.

Formerly Item 14 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-70A4101	0001	All

Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

5. World Registers, 1963-1966. 140 cubic feet.

Arranged generally in chronological order, thereunder alphabetically by location. Russian Cyrillic entries are unarranged.

These are seismographic activity reports and observations sent by foreign nations to the Coast and Geodetic Survey generally consisting of copies of whatever they make available to their own citizens. Some sent professionally printed reports while others submitted mimeographed or typed versions. A few nations apparently lacked reports and instead sent copies of observations either on Coast and Geodetic or other forms.

Formerly Item 16 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-66A1864	0101	All
023-66A2183	0012	1-12
023-67A3853	0012	1-12

Disposition: Destroy immediately on approval of this schedule.

6. General/Miscellaneous Records, 1935-1967. 45 cubic feet.

Arranged in several ways. Station records are arranged by station and thereunder chronologically. Bulletins are arranged sequentially (in numeric order) as issued. There is some arrangement by subject which may or may not be arranged thereunder chronologically. The remainder is unarranged.

This series contains most of the administrative/mission records associated with the seismic function. The arrangement tends to be haphazard, fragmentary and confusing. This reflects a constant process of accessioning and de-accessioning records into and out of the records center, accompanied by the partial withdrawal or disposition of records, which causes the combining and recombining of old accessions.

Seismological bulletins, particularly those prepared under contract by the Geotechnical Corporation of Garland, Texas, predominate. Other subjects in the series include background materials amassed for special studies, papers relating to various projects or activities, relevant newspaper clippings, monthly operations logs (consisting of time on and off for each recorded maintenance performed and notations of instrument failure), station logs, materials pertaining to the Seismic Sea Wave Warning System (SSWWS), special printed reports, correspondence (from interested parties frequently high school and college students), and integration results (comparing accelerometer and displacement meter records.)

Formerly Item 17 in Job No. N1-23-96-1.

a. Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-66A2143	0003	All
023-66A2183	0001	13
023-67A3810	0002	All
023-67A3853	0002	13,14

023-68A2294 0007 All

Disposition: Permanent. Transfer to the National Archives immediately on approval of this schedule.

- b. Records in the following WNRC accessions consisting of background materials and Russian materials (printed matter similar or identical to World Register material):

ACCESSION NO. VOL BOX NOS.

023-59A0056 0030 All

Disposition: Destroy immediately on approval of this schedule.

7. Chart Division "Annual Reports", 1941-1953. 3 cubic feet.

Arranged by topic and thereunder chronologically

Includes annual and monthly reports plus required submissions relating to the certification of charts and surveys. The agency designation "annual reports" tended to be used as a catch-all for administrative materials, the majority of which are disposable cost reports and personnel rosters. 1945-1950 correspondence and district office reports are also included.

Formerly Item 20 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO. VOL BOX NOS.

023-60A0012 0003 All (Boxes 2 and 3 missing)

Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

8. Manila Office Records/Philippine Rehabilitation Materials, 1909-1956. 8 cubic feet.

Arranged by topic, thereunder chronologically by month, sometimes thereunder by office chief. The Manila field office retired a wide variety of records. Monthly reports,

journals, correspondence, district office reports, property inventories, Philippine Rehabilitation materials, newspaper clippings, photographs/photo-scrapbooks and a packet containing blueprints of the field station are included. There are also scattered materials relating to monthly status reports and personnel training matters.

Formerly Item 21 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-60A0199	0002	1,2
023-60A0028	0006	All

Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

9. Reports and Correspondence, 1919-1962. 12 cubic feet.

Arranged by subject, typically the ship or field party, and thereunder chronologically.

In addition to communications between Coast and Geodetic Survey ships, field parties and field offices, there is the Coastal Survey Division's copy of its correspondence file, 1945-1950; district office reports; routine personnel matters, especially training reports and a property inventory; annual and monthly reports of the Hydrographic Section.

Formerly Item 23 in Job No. N1-23-96-1.

a. Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-60A0199	0005	3-7
023-68A4515	0005	All
023-59A2636	0001	1 only

Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

b. Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-59A2636	0001	2 only

Disposition: Destroy upon approval of this schedule.

**Office of Cartography
Aeronautical Charts Division**

10. Routine Administrative/Housekeeping Records, 1927-1954. 3 cubic feet.

Arranged by letter or report number, thereunder chronologically.

These records consist primarily of aeronautical chart correction letters, flight check reports, statistics collected about instrument approach procedures and reports detailing the quantity of radio facility cards printed on any given date.

Formerly Item 24 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-60B0024	0002	All
023-63A0922	0001	All

Disposition: Destroy immediately upon approval of this schedule.

11. Office Files of the Division Chief, 1954-1960. 4 cubic feet.

Arranged alphabetically by file folder heading and thereunder chronologically.

Files of Mr. John Kay relating to his duties as the Air Coordinating Committee Liaison Officer. These are primarily papers of working groups within this committee which sought to improve upon the aeronautical charts available to pilots.

Formerly Item 25 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-70A7052	0004	All

Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

Photogrammetry Division

12. Agency Produced Aerial Photos, 1948-1969. 1238 cubic feet.

Arranged by Coast and Geodetic Survey Archives accession number, thereunder by PH number.

These aerial photographs are used for the identification and control of topographic features; to document phenomenon such as geomorphological changes in the land and glaciers of Alaska, and for special projects like ascertaining the low water line of the Louisiana Coast. Included are field edit map overlays, field photos and bridging data/photos.

CSI cards, Topographic Station Recovery Cards, Photographic Flight Reports, and Control Station Field Notes (a component of which is also known as miscellaneous field data) sometimes accompany the photos. Many are hand annotated.

One accession contains computations such as the Geodetic Data Order Sheet, operator notes, sketchbooks, Traverse Computation by Latitudes and Departures etc. with the photos. Also included are some three ringed notebooks containing printouts from photo satellites giving "housekeeping" information such as camera F stop readings.

Formerly Item 26 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-54A0779	0282	All
023-54B0779	0468	All
023-59A2429	0216	All
023-60A0948	0011	All
023-60B0948	0010	All
023-62A0768	0021	All
023-62B0768	0006	All
023-62B0831	0009	4-12

023-62C0831	0006	All
023-63A4123	0012	1-5 and 9-11
023-63B4123	0012	6-8
023-64A1677	0057	1-40 and 46-54
023-64B1677	0006	All
023-64C1677	0000	N/A
023-66A2742	0024	All
023-67A4081	0021	All
023-68A3002	0003	All
023-68A3003	0004	All
023-68A6342	0006	All
023-68B6342	0003	All
023-69A0852	0006	All
023-69A3060	0005	All
023-69A5629	0037	All
023-69A6961	0007	All
023-70A2933	0006	All

Disposition: Destroy immediately on approval of this schedule.

13. Aerial Photos produced by other government agencies and by private companies, 1940-1968. 79 cubic feet.

Arranged by Coast and Geodetic Survey Archives accession number, thereunder by PH number.

Aerial photos from other government agencies and private companies used for compiling maps and manuscripts. The United States Naval Oceanographic Office predominates.

Formerly Item 27 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-58A0030	0070	All
023-69A5424	0006	All
023-69B5424	0003	All

Disposition: Destroy immediately on approval of this schedule

14. Aerial Negatives (9-Lens Camera), 1959-1967. 470 cubic feet.

Arranged numerically by a 4 and 5 digit number filing system, thereunder by date.

Huge negatives of maps in large, protective envelopes divided into packets with the appropriate map included in each.

Formerly Item 29 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-59A2199	0156	All
023-59B2199	0220	All
023-67A3258	0094	All

Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

15. Foreign Marigrams, Domestic Marigrams from Secondary (non Coast and Geodetic Survey) Sources and Tide Records, 1951-1965. 55 cubic feet.

Arranged by location and thereunder chronologically.

Tide records are tabulated data in manuscript form from standard tide gauges and tide staffs. (Whenever possible, tide staff readings have been identified separately and placed in the Tide Staff Readings series.) Marigrams include flat marigrams. Nonstandard tidal records tabulated by the United States Navy during World War Two and by the United States Corps of Engineers (1900-1959) are also included.

These records are differentiated from the standard tide rolls due to their varying nature and because these data were not collected under uniform conditions.

Formerly Item 31 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
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023-55A0101	0026	94-124
023-58A0499	0007	2-8
023-59A1133	0001	95,96
023-59A2739	0018	All
023-60A0902	0001	48
023-68A4794	0002	56-57

Disposition: Destroy immediately on approval of this schedule.

16. Tidal Data, United States and Possessions, 1836-1960. 67 cubic feet.

Arranged geographically by tidal station, thereunder chronologically

The term "tidal data" appears to be a "catch-all" rather than a generic group. Included are miscellaneous tide station records such as rough notes and work sheets, diagrams of tides, descriptions of meter calibration tests, photostats, maps, special tide station reports (especially concerning installation and inspection); processed tide data on forms 138,362,455; forms 456, monthly temperature and density records; forms 457, daily temperature and density observations; tides and currents harmonic analyses; forms, 768, hourly reduction.

Formerly Item 33 in Job No. N1-23-96-1.

- a. Tide station reports, descriptive and benchmark materials, and special reports contained in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-59A1875	10	1-10
023-59A2677	07	All
023-61A1250	32	7-28, 30-39
023-64A1157	18	All

Disposition: Permanent. Transfer all to the National Archives on approval of this schedule.

The National Archives reserves the right to destroy during archival processing all materials which in its judgement are nonarchival, and temporary records listed in this schedule or the General Record Schedules.

b. All other materials in the above WNRC accessions:

Disposition: Destroy during archival processing.

17. Tide Staff Readings (T), 1902-1961. 18 cubic feet.

Arranged by geographic area or station and thereunder chronologically

These earliest tide height readings, entered into notebooks, consist of visual observations of calibrated poles sunk near the shoreline. The earliest records frequently contain sketches of the surrounding area as well as discussions of land features near the observation site.

Formerly Item 36 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-64A1293	0018	All

Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

18. Leveling Records (TL), 1932-1963. 32 cubic feet.

Arranged by geographic area, thereunder by accession number and thereunder by volume number.

Small notebooks (termed Form 258, Leveling Record-Tide Station) containing data observed and compiled in connection with the establishment of benchmarks and the determination of elevations at tide stations. They describe respective tide staffs with great precision.

Both United States and foreign data are included.

Formerly Item 39 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-65A1594	0032	All

Disposition: Permanent. Transfer to the National Archives immediately on approval of this schedule.

19. Reports and Correspondence, 1909-1960. 4 cubic feet.

Arranged alphabetically by station location and thereunder chronologically.

The series consists primarily of required reports and other communications from ships and field parties inspecting and servicing tide stations. Included are forms 681, "Report-Tide Station," containing primarily information on "tide houses" and associated equipment. Of interest is correspondence regarding a station maintained by Princeton University which was ordered closed by the Coast and Geodetic Survey due to alleged operational deficiencies.

Formerly Item 40 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL.	BOX NOS.
023-61A1250	0001	6
023-63A4048	0003	All

Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

Tidal Division

20. Tidal Division Annual Reports, 1909-1946. 2 cubic feet.

Arranged chronologically by year, each volume comprising one year.

These are bound volumes constituting the record set.

Formerly Item 41 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-59A1875	0002	11-12

Disposition: PERMANENT. Transfer to the National Archives

immediately on approval of this schedule.

Tide and Current Division

21. General Correspondence, 1911-1955. 6 cubic feet.

Arranged in file folders by numeric code, thereunder alphabetically by title and thereunder chronologically.

These records cover a wide range of diverse topics such as personnel action requests, district office reports (world-wide), and world's fairs and expositions. Correspondence with foreign nations is identified alphabetically under each respective country, an example of which is a letter in German dated 25 September, 1939 expressing regrets that the exchange of tide predictions must halt due to the war declaration.

Formerly Item 42 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-61A1250	0006	1-5, 29

Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

Geomagnetism Division

22. Aeromagnetic "air compass swing" Data, Magnetic Observations and Related Records (both US and foreign), 1946-1962. 30 cubic feet.

Arranged by epoch and thereunder chronologically. (Applies to file folders.)

Aeromagnetic elements as recorded on plastic and paper charts which are sometimes called magnetic results. Also included are notebooks containing Magnetic Observations (forms 367), field notes and methodology descriptions, and some packets of hand entered instrument readings.

Formerly Item 43 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-56A0068	0011	All
023-60A0099	0002	5-7
023-63A0117	0006	All
023-64A1286	0007	9-18 & 142-144 (boxes, bundles)
023-66A2658	0004	1-4

Disposition: Destroy immediately on approval of this schedule.

23. Magnetograms, Foreign World Magnetic Observations, 1871-1966. 32 cubic feet.

Arranged by observatory location and thereunder chronologically by year.

These are impressions or copies of impressions made on strips of paper by magnometers which record Magnetic Declination readings from foreign observatories.

Formerly Item 45 in Job No. N1-23-96-1.

Records in the following WNRC Accessions:

ACCESSION NO.	VOL	BOX NOS.
023-55A0152	0012	1-12
023-68A4474	0016	All
023-68A4524	0004	All

Disposition: Destroy in January, 2000.

24. Miscellaneous Observatory Data, 1718-1963. 63 cubic feet.

Arranged by geographic location and thereunder chronologically.

Sometimes called magnetograph records or miscellaneous observation records/cahiers, these are primarily U.S. originated although a smattering of the records are from world-wide locations. These consist of notes, notebooks, journals containing primarily abstracts, scalings, K-indices, selected effects, principle magnetic storms, magnetograph records, magnometer readings, scale values,

declination/geomagnetic declination charts, Variograph Site records, scattered correspondence, miscellaneous calculations, instrument comparisons and constants.

Included are two bound volumes containing the first known magnetic observations in this hemisphere, (1718) compiled by C.A. Schott, Baur, and Keller.

Formerly Item 46 in Job No. N1-23-96-1.

a. Records in the following WNRC accessions:

Disposition: PERMANENT. Transfer to the National Archives on approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
023-59B2069	0035	1-35
023-59D2069	0002	146-147

b. Records in the following WNRC accessions:

Disposition: Destroy upon approval of this schedule.

ACCESSION NO.	VOL	BOX NOS.
023-56A0470	0001	13-14 (bundles)
023-58A0647	0011	1-6, 43-50, 53-58 (boxes/bundles)
023-60A0099	0003	13, 30, 31
023-64A1286	0007	1-8 and 234-237 (boxes/bundles)
023-69A2366	0004	All

25. Recording Instrument Evaluation Records and Instrument Comparisons and Constants, 1900-1920. 2 cubic feet.

Arranged in no discernable order.

Files relating to standardization materials describing the calibrating and evaluating of recording instruments. In evaluating measuring/recording instruments, the agency came to assume the probability of error which necessitated the formulation of correction factors. These are different for each distinct type of instrument.

Formerly Item 47 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-55A0152	2	26-27

Disposition: Destroy immediately on approval of this schedule.

26. Compass Rose Surveys, 1952-1963. 8 cubic feet.

Arranged alphabetically by state; thereunder by numeric accession code, thereunder by date and precise location.

Records from magnetic swing bases (called Compass Rose) set up to determine the range of magnetic declination in the area. Includes notebooks containing Magnetic Observations forms 367 and methodological reports.

Formerly Item 48 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-58A0647	0003	53-58
023-60A0099	0003	8-12
023-64A1286	0002	19-22

Disposition: Destroy immediately on approval of this schedule.

27. Geomagnetic Declination Charts, 1941-1950. 4 cubic feet.

Arranged vaguely by type of chart

One accession consisting of seven large rolls packed in brown wrapping paper containing 1950 manuscript and compilation sheets for the U.S., Alaska and the world; manuscript sheets giving 1941-1943 Antarctic Declinations; 1945 North and South Polar annual change charts for World Chart 1.

Formerly Item 49 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
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023-57A0376 0004 All

Disposition: Destroy immediately on approval of this schedule.

28. Computing Division Reports-Magnetism, 1850-1899. 2 cubic feet.

Arranged chronologically.

These are in ten volumes, each wedged in between two pieces of particle board, and wrapped in brown paper. The documents apparently were selected to trace the history of geomagnetic work within the Computing Division. Reports, letters, discussions, and computations are all intermixed in chronological order. The index is in box 37 and is identified as package 252. Far more than an index, it is a thoroughly annotated description of each document in the ten volumes.

Formerly Item 50 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
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023-59B2069	0002	36-37
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Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

**Division of Oceanography
Office of Oceanography**

29. Reports and General Correspondence, 1927-1967. 7 cubic feet.

Arranged according to a decimal filing system beginning with topic 10 (Oceanography) and ending with topic 150 (miscellaneous inquiries) and arranged thereunder chronologically. (Applies to file folders.)

Arranged alphabetically by tide station and thereunder chronologically. (Applies to bundles.)

These files fall into three general categories. First,

memos and reports to the Director including information on Congressional hearings and various committees, particularly the IOC or Interagency Committee on Oceanography. (Communications from the director are not included with these records.) Second, files of the Assistant Director and Deputy Assistant Director for Oceanography. These latter files contain frank memos exchanged at the highest administrative levels which discuss major issues such as policies, priorities and resource allocations. Third, binders containing reports submitted to headquarters by tide stations and communications back from headquarters plus a special 1965 report detailing plans for the Navy to build a new station as part of the seismic sea wave warning system.

Formerly Item 51 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-65A2035	0006	all
023-69A6105	0001	all

Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

Marine Data Division

30. General Correspondence, 1899-1960. 21 cubic feet.

Arranged chronologically, thereunder by numerically coded subjects

Original requests and carbon replies of division correspondence. Utilizing file numbers, the records are cross referenced to other letters from the same person and to other correspondence of the same general subject. The Army Corps of Engineers, Coast and Geodetic Survey district offices and the various states constitute the principle classes of correspondents. The ongoing effort to publicize tide tables via mailing lists to newspapers, almanacs and calendars predominates.

Formerly Item 52 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
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023-64A1294	0004	All
023-64A1300	0015	All
023-65A2129	0002	All

Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.

Office of Seismology and Magnetism

31. Files of the Associate Director for Research and Development, 1963-1965. 3 cubic feet.

Arranged by topic (keyed to an alpha-numeric filing system) and thereunder chronologically

These are tabbed file folders collected by the office to support its core mission of conducting research and development and special studies in support of environmental research. In addition to administrative, budgetary and personnel matters, there are subject files encompassing topics such as the Seismology Sea Wave Warning System and the Seismology World-Wide Network.

Formerly Item 54 in Job No. N1-23-96-1.

Records in the following WNRC accessions:

ACCESSION NO.	VOL	BOX NOS.
023-70A1669	0003	All

Disposition: PERMANENT. Transfer to the National Archives immediately on approval of this schedule.