

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

*NCO 30021149*

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

1. FROM (AGENCY OR ESTABLISHMENT)  
Department of Commerce

2. MAJOR SUBDIVISION  
Bureau of the Census

3. MINOR SUBDIVISION  
Foreign Trade Division

4. NAME OF PERSON WITH WHOM TO CONFER  
*Robert W. Rawlins*  
Robert W. Rawlins

5. TEL. EXT.  
763-5415

LEAVE BLANK	
JOB NO.	NCI 29 79 2
DATE RECEIVED	NOV 13 1970
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Date	<i>4-24-79 James B. R. R. R.</i> 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 4 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		
10/11/78	<i>Henry V. Ross</i>	Departmental Records Officer		
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)		9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1. 75-213	The Foreign Trade Division wishes to blank the following files because they are no longer needed by the Division to perform its current functions.  This file consists of two subfiles--both containing 1975 Export Shipping Data: 1. SM705 Monthly Data Bank Files. January-December 1975. 12 tapes (8C), 1 tape for each month. Monthly Summary Export Shipping Data Bank Files created to provide statistical aggregations desired by Port Authority Officials. The file data includes the commodity code, port of embarkation, country and port of destination, and total weight and value for all ships/liners/tankers/tramps. 2. Monthly DPM-HDRS. January-December 1975. 12 tapes (3A), 1 tape for each month. Microdata file on vessel entrances and clearances into customs ports. The file data includes the date of departure, vessel name, vessel flag, port or country of destination, port of embarkation, type of vessel, code, draft of vessel, manifest number, cargo code, and net registered tonnage.		17 items	DESTROY IMMEDIATELY
2. 75-214	This file consists of three subfiles--both containing 1975 Import Shipping Data:			DESTROY IMMEDIATELY

*Sent to Agency, NNB, NNF, NNR  
MS 5-1-79*

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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>1. SM304 T Import Shipping Files. January-February 1975. 2 tapes (8C), one for each month. Monthly Shipping Import Microdata File created for the purpose of making statistical aggregations desired by Port Authority officials. The file data includes the Schedule A commodity code, the district and port of entry, foreign port and country of origin, manifest number, vessel name code, value and weight of the commodity, and the type of vessel.</p> <p>2. SM305 Monthly Data Bank Files. January-December 1975. 12 tapes (8C), one for each month. Monthly Summary Import Shipping Data Bank Files created for the purpose of making statistical aggregations desired by Port Authority officials. The file data includes the commodity code, the port and country of origin, the district port of entry, and the total weight and value of the commodity.</p> <p>3. DPM 350 T. January-December 1975. 12 tapes (3A), one for each month. Microdata file on vessel entrances and clearances into customs ports. The file data includes the date of arrival, vessel name, vessel flag, port or country of origin, port of entry, type of vessel code, draft of vessel, manifest number, cargo code, and net registered tonnage.</p>		
3. 75-260	<p>This file consists of three subfiles--containing 1975 Export Data.</p> <p>1. Serialized Net. January-December 1975. 30 tapes (27-8C and 3-8C9), 3 tapes (8C) for each month except for June/October/December which each have one (8C9) tape. Monthly Export Microdata File. The file data includes the Schedule B commodity code, quantity/value/weight of the commodity, date of entry, port or district of entry, carrier or manifest number, license number, and serial number.</p> <p>2. Fin Net. January-December 1975. 36 tapes (8C). Monthly Export Microdata File. Same data as #1 except for serial number.</p> <p>3. DATA BANK/DATA BANK MSTR. January-December 1975. 12 tapes (5-3A, 6-8C,-1-8C9), one for each month. Monthly Export Data Bank Files. The file data includes the Schedule B commodity code, total quantity and value of the commodity for each mode of transportation, country of destination, and port of embarkation.</p>	DESTROY IMMEDIATELY	
4. 75-261	<p>This file consists of three subfiles--all containing 1975 Summary Export Data.</p> <p>1. TQ2196 Cum File. April, June 1975. 2 tapes (1-8C and</p>	DESTROY IMMEDIATELY	

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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	and 1-8C9). Monthly aggregated cumulative year today data file. The file data consists of the commodity grouping code, country of destination, and cumulative quantity, and value of exports.		
	2. EM522 DU Print Tape. July and August 1975. 2 tapes (8C). Monthly Summary Export Data Files with data arranged in Table Format. The file data includes the commodity code, total weight and value of the commodity, port/district of export, country of destination, and mode of transportation.		
	3. EM522 DU QTRLY. July-December 1975. 1 tape (8C9). Quarterly Summary Export Data Files. The file data includes the commodity code, total weight and value of the commodity for each mode of transportation, port/district of export, and country of destination.		
5. 75-367	USL/LYKES/ANAFK/PGL Cum HDRS. 4 tapes (3A). Specially created extracts of the DPM HDR Microdata file that contains data on all vessel entrances/clearances into customs ports for vessels of the shipping company that contracted for creation of the file.		<b>DESTROY IMMEDIATELY</b>
6. 75-332	This file consists of two subfiles--both containing 1974 Import Summary Data. 1. Monthly Imports Data Bank Files. January-December 1974. 20 tapes (8C), 2 tapes for each month except January, February, November, and December. Monthly Summary Data Bank Files. The file data includes the TSUSA commodity code, the country of origin, the district of entry/unlading, and the quantity and value for each mode of transportation. 2. Annual Imports Data Bank Files. 1974. 3 tapes (8C). Annual Summary Data Bank Files. This file contains the same data as #1 except that the data is aggregated on an annual instead of a monthly basis.		<b>DESTROY IMMEDIATELY</b>  <b>PERMANENT</b>
7. 76-140	This file consists of two subfiles--both containing 1976 Export Shipping Data. 1. Exports Shipping 6 mos cum HDRS. 12 tapes (8C), one for each month. January-December 1976. Monthly Microdata File on vessel entrances and clearances into customs ports for the previous 6 month period. The file data includes the date of entry/clearance, vessel name, port of entry/embarkation, type of ship, net registered tonnage, port of origin/destination, and cargo code. 2. SM704 Export Shipping. May 1976. 1 tape (3A). Monthly Export Shipping Microdata File.		<b>DESTROY IMMEDIATELY</b>

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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
8. 76-84	<p>Division attempts to copy this file from the 3A tape to 8C9 were not successful.</p> <p>EXP SHP ANN DPM HDRS. 1974. 1 tape (3A). Annual Microdata File on vessel entrances and clearances into customs ports. Division attempts to copy this file from the 3A tape to 8C9 were not successful.</p>		<p><b>DESTROY IMMEDIATELY</b></p>