

Request for Records Disposition Authority

Records Schedule Number **DAA-0370-2020-0002**

Schedule Status **Approved**

Agency or Establishment **National Oceanic and Atmospheric Administration**

Record Group / Scheduling Group **Records of the National Oceanic and Atmospheric Administration**

Records Schedule applies to **Major Subdivision**

Major Subdivision **National Ocean Service**

Minor Subdivision **Office of Coast Survey**

Schedule Subject **Published Nautical Maps and Charts**

Internal agency concurrences will be provided **No**

Background Information

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	1	0	0

GAO Approval

Outline of Records Schedule Items for DAA-0370-2020-0002

Sequence Number	
1	Nautical Charts and Maps
1.1	Published Nautical Maps and Charts Disposition Authority Number: DAA-0370-2020-0002-0001

Records Schedule Items

Sequence Number					
1	<p>Nautical Charts and Maps The National Ocean Service, Office of Coast Survey maintains the nation’s nautical charts and publications for U.S. coasts and the Great Lakes. The Office creates and maintains over a thousand charts covering 95,000 miles of shoreline and 3.4 million square nautical miles of water. In addition, supports the 1.3 billion metric tons of cargo valued at \$1.8 trillion that comes in and out of U.S. ports every year. The Office of Coast Survey produces charts in two formats: Electronic Navigational Chart (ENC) and the Raster Navigational Chart (RNC). The ENC is a digital chart database stored as vector data - pairs of coordinates that define the position and shape of points, lines, and area features. The raster navigational chart (RNC) is a digital image of the corresponding NOAA paper nautical chart and is stored as raster data - rows and columns of color pixels. In accordance with the Nautical Charting Plan, 2017, the Office of Coast Survey will no longer produce traditional paper nautical charts, scheduled to take place from 2020-2024. Both formats are now maintained exclusively in electronic format only under the following series</p>				
1.1	<p>Published Nautical Maps and Charts</p> <p>Disposition Authority Number DAA-0370-2020-0002-0001</p> <p>This records series include digital files for every edition of every nautical chart, bathymetric map, and special purpose map compiled and published by the agency.</p> <p>Final Disposition Permanent</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? Yes</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> </thead> <tbody> <tr> <td>Marine Charting</td> <td>1604-09</td> </tr> </tbody> </table> <p>GRS or Superseded Authority Citation N1-370-00-0003/1604-09</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off annually after chart is created.</p>	Manual Citation	Manual Title	Marine Charting	1604-09
Manual Citation	Manual Title				
Marine Charting	1604-09				

Transfer to the National Archives
for Accessioning

Transfer to the National Archives 10 year(s) after cut
off

Additional Information

What will be the date span of the
initial transfer of records to the
National Archives?

From 2007 To 2010

How frequently will your agency
transfer these records to the
National Archives?

Every 1 Years

	Estimated Current Volume	Annual Accumulation
Electronic/Digital	7.5 GB	2.5 GB
Paper		
Microform		
Hardcopy or Analog Special Media		

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
06/25/2020	Certify	Andre Sivels	Records Officer	Office of the Chief Administrators Office - Audits and Information Management
09/30/2020	Return for Revision	Valerie Terray	Archives Specialist	National Archives and Records Administration - Records Management Services
10/19/2020	Submit For Certification	Andre Sivels	Records Officer	Office of the Chief Administrators Office - Audits and Information Management
11/05/2020	Certify	Andre Sivels	Records Officer	Office of the Chief Administrators Office - Audits and Information Management
02/03/2021	Submit for Concurrence	Valerie Terray	Archives Specialist	National Archives and Records Administration - Records Management Services
02/08/2021	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
02/09/2021	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
02/10/2021	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist