

Request for Records Disposition Authority

Records Schedule Number DAA-0370-2022-0003

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 Marine Fisheries Service

Minor Subdivision Southeastern Region Science Center

Schedule Subject Logbooks

Internal agency concurrences will be provided No

Background Information The authority to collect information from commercial fishing vessels operating in particular fisheries is provided by the Magnuson-Stevens Fishery Conservation and Management Act (16 U.S.C. §1881). This act requires the government to collect data on activities which affect marine resources. Catch and effort data collected in the form of self-reported logbooks are needed to obtain reliable and accurate information from the fishing industry to support scientifically based management and NMFS stewardship responsibilities. The catch, effort, and landings statistics that are collected by the vessel logbooks are necessary to provide NMFS with comprehensive and accurate data to estimate fishing effort and mortality and to maintain the continuity of long catch/effort/discards time series required for stock assessments and management actions. In most cases, completion of these logbooks is a condition for the renewal of the fishing permit.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

Outline of Records Schedule Items for DAA-0370-2022-0003

Sequence Number	
1	Southeastern Logbook forms
1.1	Logbooks Disposition Authority Number: DAA-0370-2022-0003-0001

Records Schedule Items

Sequence Number					
1	<p>Southeastern Logbook forms The Fishery Statistics Division of the Southeast Fisheries Science Center of NOAA Fisheries Service collects a variety of paper logbook forms from those engaged in fishing in the Southeastern United States (South Atlantic and Gulf of Mexico regions). The data captured is documented in the various logbooks from fishermen and fishing vessels in the marine waters off the Southeastern United States. This includes the Golden Crab Logbooks, Coastal Logbook, the Pelagic Logbook, related discard logbooks and weigh-out sheets, Menhaden logbooks, Menhaden Landing Logbooks, Wreckfish logbook, Annual Landings and Gear Survey logbooks. Fishermen are mailed paper logbook forms and they return these to the SEFSC for data entry, scanning, and electronic storage.</p>				
1.1	<p>Logbooks</p> <p>Disposition Authority Number DAA-0370-2022-0003-0001</p> <p>Final Disposition Temporary</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? No</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>Chapter 1500</td> <td>National Marine Fisheries Service</td> </tr> </tbody> </table> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off at the end of the relevant fishing year..</p> <p>Retention Period Destroy 10 year(s) after cut off</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>	Manual Citation	Manual Title	Chapter 1500	National Marine Fisheries Service
Manual Citation	Manual Title				
Chapter 1500	National Marine Fisheries Service				

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
01/18/2022	Certify	Andre Sivels	Records Officer	Office of the Chief Administrators Office - Audits and Information Management
02/28/2022	Return for Revision	Valerie Terray	Archives Specialist	National Archives and Records Administration - Records Management Services
05/06/2022	Submit For Certification	Andre Sivels	Records Officer	Office of the Chief Administrators Office - Audits and Information Management
05/11/2022	Certify	Andre Sivels	Records Officer	Office of the Chief Administrators Office - Audits and Information Management
06/03/2022	Return for Revision	Valerie Terray	Archives Specialist	National Archives and Records Administration - Records Management Services
08/30/2022	Submit For Certification	Andre Sivels	Records Officer	Office of the Chief Administrators Office - Audits and Information Management
08/30/2022	Certify	Andre Sivels	Records Officer	Office of the Chief Administrators Office - Audits and Information Management
01/03/2023	Submit for Concurrence	Valerie Terray	Archives Specialist	National Archives and Records Administration - Records Management Services

01/04/2023	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/04/2023	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
01/11/2023	Approve	Debra Wall	Deputy Archivist	National Archives and Records Administration - ND Archives I Office